

Town Board Meeting
July 14, 2011

Roll Call Present: Mary Ann Sironen, Dave Miller, Dave Mount, Barb Crow
Absent: None

Pledge of Allegiance

1. Approve Minutes

- Worden Minutes
 - Table until August
- Town Board Meeting June 9, 2011
 - Amendment to minutes on page 2, Barb Crow discussed requesting a copy of the Worden Health Department license but the decision was made to not obtain the copy.
 - Mary Ann Sironen made a motion to approve the amended minutes, Barb Crow seconded Motion passed.

2. Meeting Schedule

a. Posted Meetings

i) August 11, 2011

3. Concerns from the Audience

4. Approve Agenda

- Move Supervisor opening to before Department reports.
- Dave Miller made a motion to approve the agenda as amended, Mary Ann Sironen seconded. Motion passed

5. Treasurers Report

Beginning Balance	\$599,466.81
Receipts	\$201,143.34
Expenses	\$ 56,310.47
Ending Balance	\$744,299.68

- Review Claims List for Approval:
 - Hold all Johnson Control bills 71401, 71402 and 71448 pending Dave Miller's approval.
 - Hold Claim 71454 for Dave Miller's approval upon completion of window installation.
- Bills are approved for payment.

6. Tabled agenda items from previous month

7. Department Reports

a. Police Report

- Hall Rental Agreement: Request to replace wording requiring a licensed police officer with wording requiring a uniformed security guard or professional security service. There are security guards who provide the service but the license requirement is a stumbling block. Dave Mount will amend the Hall Rental Agreement to reflect the change.

b. Fire Report

- Relief 2011 Maximum Benefit Worksheet
 - We had a number of calls.
 - Sample of the fire departments Web page was received from Don McTavish. The Web page is excellent and with no suggestions will be given to our Web master for inclusion.

c. Planning and Zoning

- Directors Report

- The Planning office has been reorganized. New file cabinet, map and AV carts have been purchased. A request was made to pay for the AV cart from General Funds since all departments use the projector (request was approved).
- Short Term Rental
 - Worden: Barb Crow, Sue Lawson and Dave Chura met with the Mittlefehldts for discussion on how well the Conditional Use requirements are being met. The Planning Commission will review the Conditional Use Permit this month. Before the State shut down the Wordens had not yet applied for a license. Sue will write to the Wordens and let them know their short term rental will be reviewed at the July Planning Commission meeting.
 - Zoning ordinance updates: Beth Mullan has incorporated all revisions into a document. The Planning Commission plans on completing the document at their August meeting with a possible public hearing in September.
 - Facilities planning meeting July 18th 7:00 p.m. The goal is to bring a report to the Town Board in November, review documents at the January or February meeting and have something ready to bring forward to the March Annual meeting.
 - Grant available: Cindy Hale is applying for a "Value Added Producer Grant". One of the needs is a commercial kitchen which could be used every day. The first grant is for planning, second grant is for construction. Both grants are 50% matching grants, "in kind" is also accepted. Question; would the town be interested in having a commercial kitchen to be used for "value products"; Supervisors are interested in exploring the possibility.
 - North Shore Management Board Meeting: Funds are being used to start a pellet plant for a greenhouse fish tank process to raise fish for food. Fish farming by hydroponic process. They are also moving towards redoing parts of the North Shore management plan.
 - Permits are very slow.
 - Short Term Rental: Whereas short term rentals interfere with the character of residential neighborhoods AND prohibiting short term rentals would not prevent homeowners from generating rental income, Barb Crow made a motion that Duluth Township prohibit short term rentals, Dave Miller seconded. Barb amended the motion to include "start the process to prohibit short term rentals, Dave Miller seconded the amendment. Amended motion now reads: Whereas short term rentals interfere with the character of residential neighborhoods and prohibiting short term rentals would not prevent home owners from generating rental income, Barb Crow made a motion that Duluth Township begin the process to prohibit short term rentals. Dave Miller seconded. Both the Amendment and the Motion were withdrawn. Dave Miller gave a brief history of short term rentals. Dave Mount is uncomfortable voting on this tonight, Sue offered to take any questions Dave Mount might have back to the Planning Commission. Barb Crow: ***Whereas Short term rentals can interfere with residential neighborhoods and prohibiting short term rentals would not prevent home owners from generating rental income, Barb Crow made a motion that Duluth Township begin the process by asking the Planning Commission for recommended ordinance changes that would prohibit short term rentals in Duluth Township. Dave Miller seconded.*** Sue Lawson read the process to proceed from the Ordinance. Barb is recommending an amendment to our current zoning ordinance. Dave Miller would support starting the process with a public hearing and having the Commission present the Town Board with appropriate language. ***On the Motion: Dave Miller Yes, Barb Crow Yes, Mary Ann Sironen No, Dave Mount abstained. Motion passed.***

d. Legal

e. Roads

- All chloride has been spread. 2200 gallons of chloride has been used instead of the 9000 from last year. Road surfaces can deteriorate if too much chloride is used. The entire Greenwood Road was done due to traffic and W. Clover Valley because of the pit with spot chloride on the Wildwood and Torgeson Roads. All road grading has been completed; Greenwood Road has

been graded twice. There were washouts on both the Johnson and Englund Roads during the last heavy rain.

- Graveling and ditching should start next week on the Alseth Road above the expressway and the Lismore Road going west. Gravel will top dress Torgeson Road. The goal is to keep surfaces good and the ditches cleaned.
- Need to keep encouraging people to drive slower.
- Stormwater : The MS4 report has been sent with Thanks to Val Brady. There are new regulations for stormwater, we would like to try and get out of the requirements to even have to report. It would be nice if the MS4 could be scaled down to fit our size township.

f. Community Center

- Facility Meeting
- MP&L bill: \$100.00 charge for usage.
- Air Handlers: The Engineer has determined we don't need an air handling system we just need to adjust what we have.
- Priority List
 - Grounds Proposal can be used to request quotes. Aaron was to explore moving the parking lot back to accommodate buses, moving the curb back towards the Ryan Road by 8 – 10 feet. A Bid Spec needs to be developed current rough estimate will be \$30,000.00 for widening parking for the buses. Perhaps consider parallel parking and improving other areas. The Town Board will need to approve the larger budget items. Next Board meeting is August 11th.
- Smoke Alarms: Bring issue to the facilities committee.
- Community Education: Nothing to report
- Recreation

g. Town Hall

- Final approval for the seven signs is \$149.00 per sign. Installation is above that price at \$30.00 per hour. Dave Mount made a motion that the Town Board spend up to \$1800.00 to have the Town of Duluth Signs designed and installed. Dave Miller seconded. Motion passed
- Drainage project will begin next week. They will seed we will need to water the seed once the project is done. Burying a new phone line from the Town Hall to the Fire Hall is part of the project.
- Shades: Reinstall the couple that are down and put up cheap replacements.
- There was an emergency Hall rental for Saturday due to the weather, the Town Hall. They were accommodated at the French River Church.

h. Materials Management

- Recycling
 - Recycling grant has been received.
 - Aluminum cans: Barb and Bob Jackson will continue to take the cans but will not take responsibility for the containment area. The cage is a mess and theft continues. Carolyn and Mary Ann will work on a process to resolve the issue.
- D/NSSD

i. Cemetery

- Things are going well

j. Communication

- Newsletter – no associate editor as of this meeting.

k. Personnel

- More job descriptions have been completed.
- Beth Mullan will need additional compensation for working on the ordinance, she will submit her hours and be paid the town flat rate of \$11.00 per hour.

8. Correspondence

9. Old Business

- Concrete for NSCS steps will begin soon.
- Reception for Stephen Dahl: Possible dates of either August 9th or 15th. Jo Thompson will look for ideas for a plaque, a tribute to Stephen. Potluck, the Town will purchase a cake.
- Weeds: All Town Board supervisors are weed inspectors for the entire township. Spot spray invasive weeds, Round Up works well for spot spraying.

10. New Business

- State Demographer Report 2011.
- Maps received from St. Louis County should be laminated and hang in the Town Hall. Right now we will store them in the Planning Office.
- Supervisor Opening: 2 resumes have been received.
 - Interviews will be July 25th Barb Crow is unable to attend earlier than 7:30 so our first interview will be Barry Lobbestael 7:30 p.m. and Rolf Carlson 8:15 p.m.

11. Motion to adjourn: 10:00