Town of Duluth
6092 Homestead Road
Duluth, MN 55804
E-Mail Address: townclerk@lakenet.com Website: www.duluthtownship.org

Town Board of Supervisors
Regular Board Meeting November 13, 2014

Attendance: Jim Ward, Dave Edblom, Mary Ann Sironen, Don Sitter, Mary Anne Daniel

1. Call to order
   a. Pledge of Allegiance
2. Approve Minutes
   a. October 9, 2014 Town Board Meeting
      - Don Sitter made a motion to approve the minutes, Mary Anne Daniel seconded. Motion passed unanimously.
3. Approval of Agenda
   a. Don Sitter: insurance update under Town Hall
   b. Bob Engelson is working Mary Anne Daniel will give his report
   - Don Sitter made a motion to approve the amended agenda, Dave Edblom seconded. Motion passed unanimously
4. Finances
   a. Treasurers Report

Beginning Balance	$1,063,011.54
Deposits	$ 8,643.32
Expenses	$ 43,770.51
Ending Balance	$1,027,884.35
Minus Reserve	$ 200,000.00
Spendable Balance	$ 827,884.35

   - Review Claims List for Approval: newsletter BB&K $407.00? Printing. 3705 was that for a Fire Truck? Yes.
   - Approve Bills. All are approved for payment.
5. Public Comment
6. Department Reports
   a. Police
   b. Emergency Operations
      - Meeting 4:00 p.m. Monday. Ebola preparations: Pat Lee from Arrowhead EMS is working with the State to get PPE kits for distribution in this area. On Monday we hope to finalize the Emergency Preparedness document and send it to the Town Board in December.
   c. Fire
      - Pagers and their ongoing problems. The Fire Department has asked the Town to write a letter to St. Louis County Communications requesting a resolution to the problem. St. Louis County Communications are well aware of the pager problems in Duluth Township. This puts our township residents at risk if the first responders/fire department doesn't get a page. The problem involves anyone south of the Lismore hill. An additional tower would help to resolve the problem. Mary Anne Daniel will write the letter, it was suggested she also CC Pete Stauber our County Commissioner. Scott Camps is the Deputy in charge of the 911 center and since it falls under the Sheriff's office perhaps just a meeting with Scott Camps and Ross Litman would be enough.
   d. Planning and Zoning
      - The Planning commission will hold their meeting November 20th. Unless we absolutely have to there will be no meeting in December.

- Sue met with the Lewis Group, who own Nokomis. The Lewis Group is working on a planned unit development. It will be treated like a conditional use permit which means there will be community participation and the meetings will all be posted. We might have a conflict as their attorney is also from the Hanft Fride Law Offices.
- There will be a public hearing on the Pierson property sometime next year. The Pierson's had a variance but would like to detach the accessory structure.
- There will be a mapping workshop at 7:00 p.m. November 20th just before the Planning Commission meeting. Those who attend the workshop will count their time as part of the grant.
- Joint Use Committee meeting coming up on November 19th.
- ARDC missed the deadline imposed by the Planning Commission.

e. Recreation

- Report: Kevin read his report in its entirety.
  1. Kevin is interested in purchasing new equipment there is a list on the back of Kevin's report. Volleyballs won't be purchased unless there are 10 signed up for the class. Question, are these things we share with Alicia? Score Board? Jim: is the score board on the wall not working? Kevin: it would cost approximately $3000.00 to fix. Dave Edblom: I don't know if we really need a score board. Jim: if we have groups coming in and paying to play a competitive game then we should have a score board. Don Sitter is going to wait and see what kind of interest we might have for volleyball. If we have enough for volleyball then we would have enough to need a score board.
  2. New ideas for recreation: K-6 volleyball program, hunter safety course working with the DNR, Yoga (30 participants), ATV & Snowmobile safety course, Drivers Education. And on Saturday mornings there is a new game using a volley ball net with about 20 participants.
     a. Discussion
        - Don Sitter: it was my understanding that Kevin was to assist in finding space for Community Education classes. We no longer have Community Education or a community education budget, as Kevin continues to look for new recreation opportunities the line between recreation and community education blurs. When our Community Education Coordinators resigned we flipped things around, people who were interested in having class were to find an instructor and Kevin would organize a classroom which is far better than trying to revive the Community Education program.
        - Kevin: it wouldn't be reviving the program it's just some programs worked well if we have the opportunity to continue to provide a service we might provide it.
        - Town Board: There is a difference in sending around a sign- up sheet and actually attending the class.
        - Dave Edblom hasn't heard anything regarding Hunter safety, Yoga and snowmobile safety.
        - Jim Ward: I have only had a couple calls for the ATV and snowmobile safety class.
        - Don Sitter: Yoga is huge and should be our model; if Kevin hears from 5 families then maybe it would be something to look into.

f. Legal – no report this meeting.

g. Roads

- Dave received a phone call about a hole on the North Ryan Road he checked but couldn't find a hole. Bob Rodda called about a tree ready to go down on the South side of the North Ryan and was told to remove the tree.
- Barb Hollinday Shilhon Road called regarding a culvert. Shilhon Road culverts are scheduled to be replaced in 2015.
- Request to contact St. Louis County regarding winter road sanding of Township Roads.
- Road Budget - Dave will contact Janet.

- Stop signs on Greenwood Road still need to be tended, vegetation needs to be removed.

h. Joint Use Committee
   - The next meeting will be Wednesday November 19th 5:00 p.m. at NSCS.
   - Building rentals: NSCS manages daytime rentals and would take precedence for space in the evening. Evening rentals would be taken care of by the Township. Kevin will discuss the Yoga rental with Tera Freese.

i. Town Hall
   - Fuel Oil/maintenance: Dave Edblom and Don Sitter will meet to have a discussion.
   - Facilities Project:
     - Bid process: Bidding will go out December 4th and will be received December 30th. A bidders list has not yet been finalized. Core and alternative bids will be separate and will be discussed at the building committee level. Advertisement for bids must go into the paper 3 times. The kitchen plan was laid out and has been reviewed for approval a few phone calls from Senior Citizens were received with some input being incorporated into the plan. An e-mail setting a date for the next building committee meeting will be sent out.
   - Insurance: some changes were made computer equipment which was listed separately is now lumped together as is the fire equipment. We will receive credit for the changes in the form of a refund check.

j. Materials Management
   - D/NSSD Election: Mary Ann Sironen read the resolution in its entirety. Mary Ann Sironen made a motion to approve the resolution reappointing Scott Smith to the D/NSSD, Dave Edblom seconded. Motion passed unanimously.

k. Cemetery: nothing new.

l. Communications
   - Lake Connections: Estimate for Fire & Town Hall e-mail: We are signed up, our service will be installed.
   - Website: The group met yesterday with "anysite Hosting" for a lesson on getting on the Web. Janet Johansen will be the lead person making changes on the web site.

m. Personnel – nothing.

7. Old Business
   a. No Old Business at this meeting
8. New Business
   a. No New Business at this meeting
9. Correspondence
   a. Northland Constructors: including a $500.00 check for the use of the parking lot. Put check in General Fund.
   b. Metropolitan Interstate Council.
   c. SLCAT
10. Meeting Schedule
    a. December 11, 2014 Town Board Meeting will begin at 6:00 p.m. Holiday pot luck immediately to follow the adjournment of the Board meeting.
11. Adjournment – Dave Edblom made a motion to adjourn, Don Sitter seconded. Motion passed unanimously.