

Town of Duluth  
6092 Homestead Road  
Duluth, MN 55804

E-Mail Address: [townclerk@lakenet.com](mailto:townclerk@lakenet.com) Website: [www.duluthtownship.org](http://www.duluthtownship.org)

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Town Board of Supervisors  
Regular Board Meeting September 11, 2014

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

1. Call to order 7:00 p.m.
  - a. Pledge of Allegiance with a moment of silence in memory of those who died September 11, 2001.
2. Approve Minutes
  - a. August 14, 2014 Town Board Meeting
    - Don Sitter made a motion to accept the minutes as written, Mary Anne Daniel seconded. Motion passed unanimously.
3. Approval of Agenda
  - Don Sitter made a motion to approve the agenda, Jim Ward seconded. Motion passed unanimously.
4. Finances
  - a. Treasurers Report

Beginning Balance	\$1,119,657.42
Deposits	\$ 42,558.06
Expenses	\$ 34,005.96
Ending Balance	\$1,128,209.25
Minus Reserve	\$ 200,000.00
Ending Balance	\$ 928,209.52

    - i. 2<sup>nd</sup> half of the production tax has been received: \$38,266.00.
    - ii. Review Claims List for Approval. 3553 The Cutting Edge, 3566 St. Louis County MDC, 3569 Fire Hall \$1500.00. Hold and review Edwards Oil 3552 and 3594
5. Public Comment
6. Department Reports
  - a. Police
    - Lots of traffic stops, the State Patrol has been running a safe driving program in the area which increased the number of traffic stops.
    - If anyone sees anything or anyone around the school after dark please contact 911, wire has already been stolen.
    - Stoney Point and the Safe Harbor walkway took a beating during the last storm.
  - b. Emergency Operations
    - Meeting coming up at 3:00 Monday.
    - At our last meeting we started going through scenarios.
  - c. Fire
    - There are a number of structural issues at the fire hall which need maintenance and repair. We have hired someone to replace gutters and downspouts, the cracked slab in front of the doors, shingles needing nails pounded down and some wind damage repair. \$1500.00 is the down payment on a bid for \$7283.00 to do those repairs. We haven't had anything done to the building for a while and found numerous issues which will need to eventually be addressed.
    - Don and Jody have been working on a grant for a turn out gear commercial grade washer and dryer. The washer and dryer we have are not durable enough to do turnout gear.
    - Warren Peterson will be coming next week to remove the holding tanks and replace with a new system.
  - d. Planning and Zoning

- Storm water: at the last Duluth Area Township meeting MS4's were discussed. It sounds as if the only way MS4's will change is through the legislature. Sue, Val and Jo Thompson all need to get together again and discuss ordinance changes.
  - Directors Report. The planning commission met but didn't have a quorum. Discussion included the formula of total square footage to deal with accessory structure size in the SMU6 zone. This might require a change to the text of the ordinance. Permits keep coming in.
    - Tax Forfeit property: No action needed.
- e. Recreation
- Lawn Tractor. Phil Strom spoke on the purchase of the lawn tractor, the offer is; ABC will purchase and install a snowblower attachment and a heated cab; 4 volunteers will be selected, trained and overseen by Aaron Molina. The volunteers will mow the soccer fields and snow blow the ice rinks and the Town will no longer mow any lawn, clean any rinks or maintain the lawn tractor. With those conditions agreed upon, Dave Edblom made a motion to give ABC the lawn tractor for no cost, Don Sitter seconded. An amendment was made to the motion to clarify what equipment was included: "the John Deer lawn tractor, the mower deck plus the sweeper and grass catcher". Motion passed unanimously.
  - Recreation report:
    - A few corrections to the report the month should be September and they had one rental who overpaid by \$5.00.
    - The lawn tractor drive shaft broke so that is in for repair.
    - There have been requests for hunting safety classes. Kevin will contact instructors and see if it can happen.
    - Todd Sironen continues to do a great job keeping up with the grass.
    - \$350.00 check from AYSA to go into the supply budget.
- f. Legal: No report this meeting
- g. Roads:
- Two calls have been received since last month wondering why the Schoenberg road has no road sign.
  - A stop sign on Greenwood Road is covered by tree branches and cannot be seen, the tree will be trimmed.
  - The last maintenance statement is almost triple of what was expected and while our roads are in very nice shape a maintenance discussion has to happen, right now there is no way to plan for a budget.
- h. Joint Use Committee
- ABC Proposal for Storage: At the last Joint Use Committee a "cold storage" proposal was discussed without agreement. The Town Board is taking the Joint Use report under advisement. Thank you to the Joint Use Committee for their discussion and recommendation. ABC and North Shore Community School will be invited to the October Town Board meeting for a resolution to the funding request.
  - Dave Chura represents the town on the Joint Use Committee.
  - Lengthy discussion on the Joint Use Committee, community space and community use.
  - Sue will send out the original Building Addition Team (BAT) document.
- i. Town Hall
- Insurance renewal and declaration pages. Don Sitter to review.
  - Facilities Project: Wayne presented an update to the Town Board. Wayne has now met with everyone with the exception of the library/book space manager. Construction dollars will be \$600,000.00 and will include a contingency. Wayne and Melissa Graaftus will talk to St. Louis County Public Works about a second egress onto the property. An understanding with the County will need to be created at some point since the Homestead Road is already 23 feet east of the section line. All construction will stay on our current lot. We will need a variance for the addition, Sue will write the variance request and submit it to the planning commission.

- Open House: October 20th between 5 – 7 p.m. Monday. All supervisors to be there.
  - j. Materials Management
    - Multiple bags of garbage were found in front of the dumpsters. An address was located in the garbage and turned over to the Police Department.
  - k. Cemetery
    - Molly Tillotson will be at the cemetery on Saturday September 13 with maps for anyone who would like to stop by and locate family plots.
  - l. Communications
    - Lake Connections nothing was done yet.
    - Website options: We need a township coordinator to work with the web site manager. Mary Ann Sironen recommended working with "Anysite Hosting" a content management system. Janet Johansen has volunteered to be the township coordinator.
  - m. Personnel
7. Old Business
- a. District 10
  - b. CTAS training: One of the training centers for the new version 8 will be the Town Hall on October 6th.
8. New Business
9. Correspondence
- Town Web Design
  - Duluth/Superior MIC
  - E-Mail – FEMA survey on Flood Risk
  - Voluntary Group Life Insurance Plan
10. Meeting Schedule
- a. October 9, 2014 Town Board
  - b. October 20, 2014 Open House
11. Adjournment
- Dave Edblom made a motion to adjourn, Don Sitter seconded. Motion passed 10:15 p.m.