

Town of Duluth
6092 Homestead Road Duluth,
MN 55804

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Website: WWW.duluthtownship.org

Annual Storm water Meeting
6:30 p.m. May 14, 2015

Present Employees/Town Board: 11

Present Audience: 7

Dr. Val Bradey presented storm water issues affecting the Knife River Watershed and other waters within the Town of Duluth. Discussed were MS4 regulations, illicit discharge, ditches and swales. MPCA regulates storm water within our area; Duluth Township has a permit to discharge storm water. Also discussed was the 1 acre soil disturbance during new construction vs less than 1 acre of soil disturbance regulation.

Meeting adjourned 7:15 p.m.

Town Board of Supervisors
Regular Board Meeting May 14, 2015

Attendance: Travis Stolp, Mary Anne Daniel, Don Sitter, Dave Edblom Wendy Gustofson

1. Call to order
 - a. Pledge of Allegiance
2. Approve Minutes
 - a. April 9, 2015
 - Dave Edbom made a motion to approve the minutes, Travis Stolp seconded. Motion passed unopposed.
3. Approve Agenda Additions:
 - o Dave Edblom: recreation joint position janitor/coordinator o
Personnel: Open rental coordinator position
 - Mary Anne Daniel made a motion to approve the amended agenda, Wendy Gustofson seconded. Motion passed.
4. Finances
 - a. Treasurers Report
 - b. Beginning Balance \$1,122,648.57
 - c. Deposits: \$ 2,261.83
 - d. Expenses \$ 16,300.59
 - e. Ending Balance \$1,108,609.81
 - i. Review Claims List for Approval: Emergency Response Solutions – uniforms. Hanft Fride - \$50.00 was township.
 - ii. Approve Bills:
 - Payroll Net Pay Account Distribution: Signed

5. Public Comment: No public comments at this meeting.
6. Department Reports
 - a. Police: There were 3 burglaries in the township, North Shore Community School and the former Missile Base. All were solved.
 - b. Emergency Operations: Meeting Monday May 18th, 2015 to discuss what we will be doing for the upcoming year.
 - c. Fire:
 - Large structure fire in the township: 88,200 gallons of water was used, 11 departments attended with approximately 75 – 80 firefighters.
 - There have been numerous discussions about pagers and the problems we are having getting any response solving the problem. Mary Anne Daniel contacted our County Commissioner Pete Stauber who immediately left a meeting to talk to someone at County Communications. So far no magic changes.
 - d. Planning and Zoning
 - i. Storm Water Ordinance: The storm water ordinance will be separated from our current zoning ordinance making it a standalone ordinance divided into 5 sections. There should only have to be one public hearing but Sue will contact Tim to confirm. There is a proposal to issue land disturbance permits where necessary, fill may/may not require a land disturbance permit. All of this will go before the May Planning Commission for review.
 - ii. Zoning ordinance update: A hearing on subordinate housing was approved.
 - iii. Trails Planning: A steering committee will be appointed to work on a trails plan. Wendy Gustofson volunteered to be on the steering committee. A list of possible steering committee members will be gathered before the next Town Board meeting.
 - Question - would this use existing trails or new trails?
 - Sue – no this would use existing roads.
 - iv. Brigid has completed the “Welcome to Duluth Township” book. The Town Board authorized 100 copies to be made.
 - v. Don Sitter made a motion to approve Wayne Dahlberg, Larry Zanko and Jerry Hauge for a second 3 year term on the Planning Commission, Dave Edblom seconded. Motion passed unanimously.
 - vi. Process to approve the two ordinances will be to first propose them before the Planning Commission in May then hold a public hearing June 25th 7:00 p.m.
 - vii. Tax forfeit land: Section 27, East side of the Homestead.
 - e. Recreation:
 - Rental Coordinator position: is it possible to combine a 6 hour custodian position with the Rental Coordinator position? The person would be an employee of the North Shore Community School with an agreement worked out between the township and the school with billing to be quarterly. It would be posted as a new job. Would this position also be there during the summer? No it would just then be a town position, the custodian wouldn't work on the weekends but the rental coordinator would be available. Travis will work out the logistics with North Shore Interim Director Barry Wolf.
 - Travis Stolp would like to use the tractor and the drag on the soft ball field. Travis needs to talk to Aaron Moline.
 - f. Legal:

- Selling the sprinkler, snow blower and the old tractor: Don Sitter checked with Tim about the rules, we can put it on Craig's list, or whatever but it must be sold at fair market value. Employees of the Town and the Town Board are excluded from the purchase. g.

Roads:

- Culvert on highway 61 and the Nordling road: The culvert belongs to MNDOT not the township.
- Greenwood Road needs grading, a suggestion is to deepen the ditches to take the water out of the roads but for now the road bed needs to dry out.
- What would it take to turn a shared driveway into a township road? Discussion
- Calcium Chloride: Magnesium chloride is \$.09, either Magnesium or Calcium is an issue as it is the chloride that is toxic. Dave Edblom will ride along with the chloride driver for delivery. Magnesium chloride will be ordered this year.
- Jason Dorgan/Gamble Road: When some balsam trees along the Gamble Road died Bob pushed them over with the intent of keeping them out of the road if they fell. Bob will remove the trees and clean up the space.
- Clover Valley Road driveway culvert: Travis will investigate.
- Turn around on Mace Road: The snowplow will not go down the Mace road unless there is a better turn around to accommodate the larger trucks.

h. Joint Use Committee

i. Town Hall

- Facilities Project update: Contracts have been signed, bonds have been received. A construction schedule has been created. We will begin construction May 26th.
- Grant Opportunity: Representative Mary Murphy sent a MMB application request for funds. Clerk will contact Mary to "Please explain what opportunities are out there and how can we take advantage of them".

j. Materials Management:

- D/NSSD: frozen check valves have been creating issues in the D/NSSD sewer district. To date 12 incidences have been noted.
- Open Shed Keeper position: one person has applied and will be interviewed.

k. Cemetery: Molly is back things are quiet. Memorial Day service 11:00.

l. Communications: E-mails on the web site are not working, Janet will have a meeting with anySite Hosting to resolve the problem.

m. Personnel

- Open Positions
 - Shed Keeper
 - Rental Coordinator

7. Old Business

Tax Forfeit land: Two 20 acre parcels under the power line on Homestead Drive. No response to be made.

8. New Business None at this meeting.

9. Correspondence

- St. Louis County Zoning Ordinance Draft 62
- St. Louis County Attorney's Office 2014 Annual Report

10. Meeting Schedule

a. Town Board Meeting 7:00 p.m. June 11, 2015

11. Adjournment: Dave Edblom made a motion to adjourn, Wendy Gustofson seconded.
Motion passed. 9:35.