

# Town of Duluth

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Town Board Meeting October 10, 2024

**Call to Order:** The regular meeting was called to order with the Pledge of Allegiance at 6:31 p.m. Supervisors Rolf Carlson, ArMand Nelson, Stacia Grayson, and Jim Ward were present. Saprina Matheny was absent. President Ken Peterson for the Fire Department, Planning Director Liz Strohmayr, and Police Chief Mark Haselow were present. Deputy Clerk Hannah Jurek and Clerk Nicole Chatterson were also present.

**Approve Minutes:** September Board Meeting: ArMand moved to approve the September Town Board meeting minutes. Stacia seconded. The motion passed unanimously.

Appeal Hearing-Sievert's: Stacia Moved to approve the minutes for the variance appeal hearing for Sievert's. Jim seconded. The motion passed unanimously. ArMand abstained.

Finding of facts: Stacia moved to approve the finding of facts for the Sievert appeal. Jim seconded the motion. The motion passed unanimously.

**Approve Agenda:** Add finding of facts under approve minutes. With that addition the agenda was approved.

**Finances:** The Treasurer provided a report a Beginning Balance of \$739,996.17, with Deposits of \$3,936.93 and Expenses of \$56,528.11, for an Ending Balance of \$687,404.99. ArMand moved to approve the financial statement and payroll. Stacia seconded. The motion passed. The payroll net pay account distributions and the claims list for approval were approved and signed.

**Public Comment:** No public comment.

## Department Reports

**Police:** Mark received some quotes for the Englund Road property. The first quote was from Twin Port Trailer Trash for about \$30,000.00. Liz contacted Scott Witty. The junk car ordinance is not part of the Planning Ordinance. Scott recommended that we review the ordinance. The City of Duluth has a blight ordinance which allows the City more flexibility where our junk car ordinance would not apply to this situation. Scott provided a memorandum regarding service charges leviable by special assessment. A question was asked if this has been brought to the attention of the Minnesota Pollution Control Agency. The MPCA would need to have proof that there is environmental harm present.

**Fire:** The Truck committee went to Two Harbors to look at the used rig they are wanting to purchase from Two Harbors Fire Department. They are still not sure how the city will try to sell it. It could be a sale direct to our department, but it would need to be publicly posted or on an online auction. The Harvest Dinner is on Saturday from 5-7 p.m. One of the department members, Kelsey, is really good at grant work and purchased some rescue equipment.

**Planning and Zoning:** Still looking for a new secretary to replace Beth. ArMand spoke with multiple companies regarding MS4 consulting and provided a spreadsheet with his results and reviewed them with the Board. ArMand stated the SCH is most knowledgeable with MS4, as does Young but felt SCH is most experience. We will discuss this at the next meeting. No public hearings for October. Liz sent out thirteen letters last month and all but one has contacted her.

**Legal:** Nothing to report.

**Roads:** Snow Removal-Mace/Englund/Parking lot JBL will plow Mace and Englund Roads along with the Townhall parking lot. County snow plowing application was submitted and sent back with some concerns with Culas, 5311 Greenwood, Jackson, Shonberg, East Lismore, and East Wildwood Road's; Jim will get the issues addressed. Torgeson road turnaround is halfway completed.

**Town Hall:** Parking lot light needs to be adjusted; Jim will reach out to BZ electric to have it adjusted. Plumbing-Water Heater follow up. ASP came out and diagnosed. They provided a quote for preventative maintenance service.

Motion: Stacia moved to authorize spending up to \$500 on servicing the water heater and heat sources. ArMand seconded. The motion passed unanimously.

**American Rescue Plan Act (ARPA):** The ramp should be completed by Friday. There will be a meeting tomorrow to discuss the kitchen. It was noted that the funds need to be allocated by the end of this year.

**Materials Management:** Roger had a resident ask a lot of questions about the program. She stated that she is interested in being available on an “on call” basis.

**Cemetery:** Nothing to report

**Communications:** Hannah is working on the newsletter. There will be extra pages this time. The website has been switched over. Hannah is in the process of finishing the website. ArMand will draft an article regarding Waste Management, he is currently waiting to hear back from two other garbage service providers before submitting an article for the newsletter.

**Personnel:** Nothing to report.

**Supervisor Report:** No DAT or SCLAT meetings for ArMand. Saprina was absent but provided a report of her meeting with the city of Duluth with Liz. Liz discussed some of the meeting topics. The City of Duluth is the maintainers of Stoney Point but would like to have Duluth Township as the maintenance keepers moving forward as they do not have the capacity to provide service outside of the city limits. It was noted that the costal program just opened grants which could help with signage.

**Old Business:** No old business.

**New Business:** No new business.

**Correspondence**

- Duluth Township Newsletter
- CLP Powerlines & notice of deferred Patronage dividend allocations
- Gnesen Township Newsletter
- WLSSD -District wide allocations 2025
- Church of Scientology International
- Advancing Resilience in Communities
- Town of Lakewood Crier

**Calendar Events and Meeting Schedule**

- Saturday, October 12, 2024, 5:00-7:00 p.m. Harvest Dinner
- Wednesday, October 30, 2024, 10:30 a.m. Public Accuracy Test
- Tuesday November 5, 2024, Presidential Elections 7:00a.m.-8:00 p.m. (Clerk’s Office Closed)
- Thursday, November 14, 2024, 6:30 p.m. Town Board Meeting
- November 28-29, 2024, Clerk’s Office Closed (Thanksgiving)
- Thursday, December 12, 2024, 6:30 p.m. Town Board Meeting
- December 24-27, 2024, Clerk’s office closed.
- December 31, 2024-January 1, 2025, Clerk’s office closed.

**Adjournment:** ArMand moved to adjourn the meeting at 8:05 p.m. Stacia seconded the motion. The motion passed unanimously.