

Town of Duluth

Town Board Meeting August 13, 2026

Interview for Deputy Clerk position with candidate James Brannigan The interview began at 6:00 p.m.

Interview for Deputy Clerk position with candidate Laura Herzog. The interview began at 6:20 p.m.

Regular Meeting

Call to Order: The regular meeting was called to order with the Pledge of Allegiance at 6:35 p.m. Supervisors Angela Wilson, ArMand Nelson, Saprina Matheny, and Jim Ward were present. Cemetery Sexton Molly Tillotson and Val brady. Police Chief Mark Haselow, Fire Chief Bob Engelson, Planning Director Liz Stohmayer were present. Treasure Melinda Peulen, Deputy Clerk Hannah Jurek and Clerk Nicole Chatterson were also present.

Approve Minutes: Motion: Saprina moved to approve the July 9, 2026, Special Town Board Meeting-McQuade Road Minutes Jim seconded. The motion passed unanimously.

Motion: Angela moved to approve the July 9, 2026, Regular Town Board Meeting Minutes. Saprina seconded. The motion passed unanimously.

Motion: Jim moved to approve the July 15, 2026, Special Meeting- Data Centers Meeting Minutes. Angela Seconded. The motion passed.

Approve Agenda: The agenda was approved as written.

Finances: The Treasurer provided a report with a Beginning Balance of \$ 430,250.10, with Deposits of \$445,221.20, and Expenses of \$87,176.15, for an Ending Balance of \$788,295.15. **Motion:** Saprina moved to approve the financial statement and payrolls. Jim seconded. The motion unanimously passed. The payroll net pay account distributions and the claims list for approval were approved and signed.

Public Comment: Nordin Family Cemetery Plots: The Nordin sisters thanked Molly for all of her hard work in researching the matter and finding a resolution. The sisters stated that they are satisfied with the option presented by Molly in her letter dated July 28, 2026. A portion of the letter outlining the proposed resolution is included below. The complete letter is available in the Cemetery file in the Clerk's Office. Molly will work with Nicole to update the cemetery deeds accordingly.

"If you agree, the Town will create an allowance on the deeds for your southern-most plots (M.14.5.A and M.14.5.C) that will double the number of burials allowed in these two plots. These plots are already occupied by Carl Nordin and Nels Falldin, but this allowance would let you bury a second person next to each of them. Because these additional burial areas will technically be in an area that is not plotted, we cannot issue separate deeds for the new burial areas and instead would alter the current deeds for M.14.5.A and M.14.5.C to allow these to function as double-size plots.

The deed allowance we are proposing on these two plots would allow six burials per plot with two of these being full burials and four being cremation burials. This allowance would override our standard cemetery policy of three burials per plot (1 full burial and two cremation burials). We would also allow four markers per plot for these two plots. This would bring the total burials your family is allowed in Lakeview Palmers Cemetery to 24 (8 full burials and 16 cremations), as it was when your grandparents purchased plots in the 1940's."

Columbarium Project: Jon Luikart provided an update on the Columbarium Project and shared the documents he has been presenting at previous meetings. The group has hosted four in-person informational meetings. They also had an interview published in the *North Shore Journal* and an interview with Two Harbors local radio station KTWB 99.5 FM. There have been two pre-purchases, along with many others who have expressed strong interest in the project and would like to purchase a niche.

Department Reports

Police: Mark reported that they passed their P.O.S.T. board review. The new squad is burning oil and does not know where it is coming from. It will be in the shop for this issue soon as it is under warranty. McQuade Safe Harbor had vandalism occur. They cut sections of the guard rails and railings from various areas of the break wall and walkways.

Fire: Wildfire Response: The Fire Department responded to the Ely fires for 11 shifts, resulting in \$36,120.00 in reimbursement from the DNR for their work. Discussion was held regarding firefighter pay for wildfire response. Bob expressed his frustration with the response received from the attorney. ArMand will schedule a conference call with Bob and the attorney to discuss the matter. Bob noted that he believes the attorneys are focused on the distinction between a Mutual Aid Agreement and a Cooperative Fire Protection Agreement with the DNR.

Planning and Zoning: Liz noted that there are residents who are beginning construction without first obtaining the appropriate permits. Letters of warning are being sent to those who are found to be building without the required permits. The Planning Commission is nearing completion of the ordinance update. Once the update is completed, the Township will move forward with an open house to allow for public comment and input. Angela asked whether the Township could hire a stenographer for public hearings and include the cost of the stenographer in the application fee.

Legal: Nothing to report

Roads: Jim reported that the spring road work and chloride application have been completed. Mowing will be the next priority. Nicole has drafted the bid language for the winter snow maintenance contracts. The County recently informed the Township that they will no longer enter private driveways. As a result, beginning this winter, the County will no longer plow East Wildwood Road or Shonberg Road. These roads will need to be included in the Township's RFP for winter snow maintenance. Jim will obtain the mileage totals for East Wildwood Road and Shonberg Road and provide the information to Nicole so she can update the RFP. The Township will work to review the bids in September.

Town Hall: Nicole reported that Stacia had conversations with Superior Fuel and Como Oil and Propane regarding the Township's propane needs. After reviewing the options, it was determined that the Township will continue working with Como Oil and Propane for propane service. The search for new Supervisor chairs is ongoing.

Materials Management: The recycling site has been full every week. The canisters have been moved to accommodate the anticipated snowfall this season. The grant funding is expected to arrive soon.

Cemetery: As discussed during Public Comments, the Nordin family cemetery plot issue has been resolved.

Communications: Hannah is working on the upcoming newsletter.

Personnel: The Township will hold off on hiring for the Deputy Clerk position at this time. The position will be advertised in the September newsletter.

Old Business: ArMand reported that he has worked with the attorney regarding the proposed land donation. The Township can accept and receive the land; however, in order to designate the property as a park or formally name it, the matter would need to be presented to the electors for approval at either the Annual Meeting or a Special Meeting.

New Business: No new business.

Correspondence:

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|------------------------------|---------------------|
| ○ Gnesen Township Newsletter | ○ Freedom and Glory |
| ○ The Ripple | ○ Overom Law |

- Town of Canosia
- WLSSD-Resource Renew
- Couri & Ruppe

- Pipeline Association
- CLP Powerlines

Calendar Events and Meeting Schedule

- Friday, August 21, 2026, Office Clerk's Closed
- Friday, September 4, 2026, Clerk's Office Closed
- Thursday, September 10, 2026, 6:30 p.m. Town Board Meeting
- Thursday, October 8, 2026, 6:30 p.m. Town Board Meeting

Adjournment: Saprina moved to adjourn the meeting at 8:02 p.m. Angela seconded. The motion passed unanimously.