

Town of Duluth

Town Board Meeting December 14, 2023

Call to order: The regular meeting was called to order with the Pledge of Allegiance at 6:30 p.m. Supervisors Rolf Carlson, Penelope Morton, Stacia Grayson, ArMand Nelson and Jim Ward were present. Chief Mark Haselow, Fire Chief Bob Engleson, Treasurer Melinda Peulen, and Deputy Clerk Hannah Jurek we also present.

Approve Minutes: Penelope moved to approve to approve November 9, 2023, Town Board Meeting Minutes. Seconded by Jim. ArMand abstained. Motion passed.

Approve Agenda: ArMand asked to place J-turns on roadways under new business to the agenda. With that added the agenda was approved.

Finances: The Treasurer provided a report with a beginning balance of \$675,645.88, Deposits of \$1,181.90, Expenses of \$66,339.99, and an Ending Balance of \$610,487.79. The payroll net pay account distributions and the claims list for approval were approved and signed.

Public Comment: Paul and Gail Trygstad asked to speak to the Board in regard to using Olson Road to gain access to the back portion of their property. The issue at hand is, Olson Road only goes so far, and then becomes a DNR road, once the road is on DNR property. The road is currently used to access the tower. The Trygstad's were there is seek guidance from the Town Board. They were already talking with Liz and the Planning Commission and in fact, Liz along with an attorney did some leg work on it. Unfortunately, it would be a conflict of interest to share the lawyer, between the Town and the Trygstad's, even if they have a common goal on who exactly own's the extension of Olson Road. According to Jim, the road, Moldy Hill, was maintained once by MNDOT, to gain access to the tower. Bob Sundstrom was also in attendance. He's helping find more bids for the bathroom remodel. He's been in touch with Stacia and has a contractor in mind.

Department Reports

Police: The internet was down for the Department. The Police Department has a separate firewall, and the IP address got changed, which caused the Department to not have internet, but the of the building did. With help from the Clerk's Office, the issue is getting fixed. There is a home on East Shilhon Road that has a lot of "junk" in the yard that is now encroaching on the road. Mark will go have a talk with the landowner.

Fire: There was a brush fire on Old North Shore Road on State Land. Clifton responded, and Bob called the DNR since the fire was on state land. The department is working on the FEMA grant to replace the non-compliant truck. The department is still first in line for the rig from Two Harbors. Bob explained to the Board the extensive work that goes into the FEMA grants. Stating that they need to have a quote for a new one to work off of, so currently the truck they are looking to replace costs about \$695,000.

Planning and Zoning: Liz Strohmayer was unable to attend the meeting. ArMand gave a brief report as liaison, stating that there was suppose to be a public hearing but the applicant revoked their application, but with the meeting being posted the Commission still had a meeting, it was short and brief. Liz did forward a email from the Minnesota Pollution Control Agency regarding the MS4 program. In the email she asked the Board who would be involved in the MS4 reporting, stating that historically the Planning Department has been available to provide information, but have not done the reporting part. She also stated that, although someone on staff has to be trained to inspect stormwater plans, it was not included in the duties as director, that she was not told from Sue or the Board that the Planning Department would be taking on this role. Penelope was under the understanding that with Liz taking the training that she would take over the role of reporting, and that was part of the job. She asked Hannah to look back in past minutes to see if that was in fact the case. Hannah will take a look and email her findings to the Town Board.

Legal: Nothing to report.

Roads: Torgeson Road- We're waiting on the attorney. Nothing major will get done this year. Fix the end and add more gravel to avoid wash out. Theres fiber line on one side and powerlines on the other, so it's a delicate maneuver, unfortunately the Spruce will have to go. Rodda will do another touch up West Wildwood, where the washout happened in September.

Town Hall & American Rescue Plan Act (ARPA): Stacia received a quote from Seth Lozano to compare with JRS. She hasn't hear back from Litman, but with Bob Sundstrom's help she is hopeful to get a third quote. Between Stacia and ArMand, they have been working on getting a install date for the windows.

Materials Management: Nothing to report

Cemetery: Nothing to report

Communications: Joe from AnySite gave us a quote. The Board was able to compare the two quotes between AnySite and Faster Solutions. Penelope made the motion to stick with AnySite for the website rebuild going forward. Seconded by ArMand. Motion passed unanimously.

Personnel: Rolf and Penelope are still working on the maternity leave resolution with Scott Witty.

Old Business: Nothing to report.

New Business: ArMand attending the DAT (Duluth Association of Townships) meeting, where Vic Lund from St. Louis County was there and discussed future road projects. ArMand asked him about projects in our Township, and Vic mentioned there will be work done involving J-turns. The Board also took this time to schedule the Budget meeting. The meeting is scheduled for Wednesday, February 7, 2024, at 6:30 pm in the Community Room.

Correspondence:

- Nuss Trucking & Equipment
- CLP Powerlines
- Gnesen Township Newsletter
- Modern Pumping Today
- North Shore Management Board
- MN Power

Calendar Events and Meeting Schedule

- December 22-26, 2023, Town Office closed in observation of Christmas.
- December 31, 2023-January 1, 2024, Town Office closed in observation of New Years
- Tuesday, January 2- January 16, 2024, 5:00 p.m., Candidate Filing Period for Township Election 1 Position
- Thursday, January 11, 2024, 6:30 p.m. Town Board Meeting
- Tuesday, January 16, 2024, Morning Office hours closed. Office hours will be from 1:00 p.m.-5:00 p.m.
- Annual Budget Meeting: Wednesday, February 7, 2024, 6:30 pm in Community Room
- Board of Audit February 8, 2024, 6:00 p.m
- Thursday, February 8, 2024, 6:30 p.m. Town Board Meeting
- February 9-March 11, 2024, Absentee Balloting Period for Township Elections
- February 20-March 11, 2024, Public Accuracy Testing (TBD)
- Tuesday, March 5, 2024, Presidential Nomination Primary Elections
- Tuesday, March 12, 2024, Township Elections 7:00 a.m.-8 :00 p.m. and 8:15 p.m. Annual Meeting
- Tuesday, March 19, 2024, Bad weather date for Township Elections and Annual Meeting, times will be the same.
- Thursday, March 14, 2024, 6:00 p.m. Board of Canvass
- Thursday, March 14, 2024, 6:30 p.m. Town Board Meeting

Adjournment: Penelope moved to adjourn the meeting at 7:48 p.m. Stacia seconded. The motion passed unanimously.

Signed: _____
Rolf Carlson, Chair

Date: _____

Signed: _____
Hannah Jurek, Deputy Clerk