

Town of Duluth

Town Board Meeting November 18, 2021

Special Meeting for Deputy Clerk Interviews: Four applicants were interviewed. Jeana Torricer 5:30 p.m. Skylar Schoh 5:45 p.m. Kendell St. Brigid 6:00 p.m. Hannah Jurek 6:15 p.m.

Call to order: The regular meeting was called to order at 6:36 p.m. with the Pledge of Allegiance. Supervisors Penny Morton, Michael Kahl, Rolf Carlson, John Schifsky, and Tim Strom were present.

Public Comment: Matthew Johnson, Planning and Community Development Director for St. Louis County discussed Flood Plain Ordinance. St. Louis County or Duluth Township needs to administer the Flood Plain Ordinance and Sue will work with Matt moving forward as more information becomes available.

Approval of Minutes: Penelope Morton made the motion to approve the October 14, 2021 minutes, John Schifsky seconded. The motion passed unanimously.

Approve Agenda: The agenda was approved with additions.

Finances: The Clerk reported on the Treasurer's behalf a beginning balance of \$698,492.32, deposit of \$1,692.98, expenses of \$32,324.92, for an ending balance of \$667,860.38. The claims were reviewed. The money from ARPA will be transferred to its own fund so it will be easier to track and report. The claims were approved for payment; the payroll net account distributions and claims list for approval were signed.

Public Comment: Colette B discussed her concerns regarding the Draft Zoning Ordinance 6. Her main concern was the timing on when the draft was released for viewing versus when the open house was held. The Board thanked her for bringing the concerns forward and encouraged to her submit what she shared to the Planning Commission for their review. They also invited her to the public hearing regarding the ordinance on December 2, 2021.

Department Reports

Police: Report emailed.

Fire: Bob Engelson and John Schifsky have been working with Dave Mount regarding the funding of the PERA contributions. Dave should have a table ready by January to show the departments benefit level. The Chair signed a form to authorize PERA to run a cost benefit analysis.

Planning and Zoning

- Storm Water was disused. The email received from Val Brady and Jo Thompson about MS4 permitting. It was suggested that the new Planning director be trained as a stormwater inspector and that there are funds available from the coastal program to cover the cost if requested. It does appear that the MPCA will be updating the urban areas in fall 2022 which will potentially affect our MS4 regulations. Most of the issues in the email can be addressed in house.
- Sign issue: Sign is currently down. If the sign is re-erected, we will revisit in December.
- Stoney Point: Homeowner needs a permit from DNR to do a revetment. We will follow up in December.
- A Short term rental was approved in October.
- Draft Ordinance: Seven comments were received. The commission met and made some decisions.
- Planning and Clerk's office will work together using grants available from the coastal program to get education programs together for the residents.
- **Ordinance Discussion: Date set for January 20, 2022 at 6:30 p.m. A special meeting to discuss the proposed ordinance.**

Legal: Email from Bob Alsop regarding Bille case.

Roads: Rodda completed the road work for 2021. There was a report of garbage dumping on the SE corner of E Pioneer and Bergquist Roads. The police were notified, and they investigated. Rodda had a couple of instances this summer where he discovered garbage dumping and he had his staff clean it up and take pictures. There was an email received that a dead-end sign was knocked down on the N Ryan and E Pioneer Roads. Michael will follow up.

Town Hall: There was an issue with the overhead projector during the last Planning Commission meeting. Ward from Jaws Computer will schedule a time to look at it. The ISD 381 special election was held on November 2, 2021. We had 218 residents come out to vote that day. There was a brief discussion regarding keys for building supervisor, it was decided that there are enough people who have access to the building, and the building supervisor does not need a master key. There will not be a December potluck as in years past due to the rising cases of covid.

Security Alarm Systems: Michael made a motion to authorize \$1,200.00 up to \$600.00 per Town Hall and Fire Department to purchase cameras and freeze alarms. John seconded. The motion passed unanimously. Nicole, Roger, and Bob will work together and have a game plan for December's meeting.

American Rescue Plan Act: We will be receiving \$ 223,697.18 total. Discussed types of permissible uses for funds. First reporting is in April 2022, and we do not have to commit to expenditures until December 2024.

Materials Management: Nothing to report.

Cemetery: Nothing to report.

Communications: Nothing to report.

Personnel:

- Deputy Clerk: After considerable discussion, Tim Strom made a motion to offer the Deputy Clerk position to Hannah Jurek. Penelope Morton seconded. The motion passed unanimously.
- Wages: Rolf made a motion to pay the new hire \$1,120.00/ month for a 15 hour per week. Penelope seconded the motion. The motion passed unanimously. Nicole will reach out to Hannah to offer employment. Rolf will send letters to the other applicants

Old Business:

- French River Lutheran: Rolf contacted French River Lutheran and has not heard back.
- Audit: We are not to be required to be audited. We can ask the electors at the annual meeting if they want to have the audit. If so, they need to decide to audit procedures, financial, or both, and for how far back.

New Business:

- Resolution 20211118: Penelope made the motion to elect Kevin J Bovie to the Duluth North Shore Sanitary District Board of Managers. John Schifsky seconded. The resolution passed unanimously.

Correspondence

- CLP Powerlines- Comment re: Duluth Township
- Gnesen Township Newsletter

Calendar Events and Meeting Schedule

- Town Board meeting December 9, 2021 6:30 p.m.
- Special Board Meeting to Interview Planning Assistant December 9, 2021 6 p.m.
- March Elections-Candidate Filing December 28, 2021- January 11, 2022
 - John Schifsky 2019-2022
 - Michael Kahl 2019-2022

Adjournment: Michael motioned to adjourn; Penelope seconded. The motion passed unanimously at 9:02 p.m.