

January 8, 2018

**PERCH LAKE TOWNSHIP
MINUTES OF THE REGULAR MONTHLY MEETING**

Motions are tagged in bold. Meetings are recorded to facilitate preparation of minutes.

1. **CALL TO ORDER, ROLL CALL AND PLEDGE.**

Chair Gary Harms opened the meeting at 7:00 p.m. with the roll call, and pledge. In addition, Harms called for a moment of silence in memory of Kurt Besser's son Matthew, who recently passed away.

Members present: Chair Gary Harms, Supervisor Steve Olson, Supervisor Tom DeLovely, Treasurer Cheri DeMenge, and Clerk Lora Eames.

2. **REVIEW AND APPROVAL OF AGENDA.**

MOTION (DeLovely/Olson): To approve the January 8, 2018, regular meeting agenda as presented. Motion carried.

3. **REVIEW AND APPROVAL OF MINUTES.**

MOTION (Olson/DeLovely): To approve the December 11, 2017, regular minutes as recorded. Motion carried.

4. **TREASURER/CLERK REPORTS.**

a. **Review/Approve Treasurer's Report.**

Treasurer DeMenge reported an ending cash balance of \$335,876.52 for December; no issues.

MOTION (DeLovely/Olson): To approve the Treasurer's Report as presented with a cash balance of \$335,876.52 for the period ending December 31, 2017. Motion carried.

b. **Informational Clerk's Budget Report**

Clerk Eames reported a positive difference of \$20,357 between receipts and disbursements in December; and a positive year-to-date difference for 2017. In addition, she (i) reported the recording of \$24,722.15 in property tax settlements; and (ii) anticipated the receipt of \$1,388.52 from the Cloquet Area Fire District (January) and approximately \$10,500 from the Gas Tax, Road Allotment payout (February).

SUMMARY OF RECEIPTS & DISBURSEMENTS			
	DEC 2017	YTD 2017	YTD 2016
Receipts	\$35,071	\$166,226	167,323
Disbursements	-14,714	-104,433	-174,124
Difference	\$20,357	\$61,793	\$-6,801

Eames reviewed the operating budget to date.

SUMMARY OF 2017 OPERATING BUDGET TO DATE	
Projected Revenues	\$169,355
Revenues Received YTD	-166,226
Not Yet Received	\$3,129
Projected Expenses	\$165,348
Disbursements Made YTD	-104,433
Not Yet Spent	\$60,915

Board members noted that the Township had operated under budget by \$60,915 in 2017; and agreed by consensus to save money in a separate fund for future road improvements.

5. **REVIEW AND APPROVAL OF CLAIMS FOR PAYMENT.**

MOTION (DeLovely/Olson): To approve the payment of the following claims. Motion carried.

\$332.84	Claims #3811-#3814 from December 2017
\$5,627.90	Claims #3815-#3832 for January 2018
\$1,718.54	Payroll for January 2018
<u>\$7,679.28</u>	Total

6. **REPORTS.**

a. **Cloquet Area Fire District (CAFD).**

Harms reported that he will attend a building committee meeting Wednesday. In addition, he reported that the CAFD Board held public hearings on December 14 - one for the issuing of bonds and one for the proposed budget and levy. A group of Brevator residents showed up at the end of the second hearing to complain about (i) increased property taxes and (ii) the lack of information regarding Brevator joining the District. Chief Schroeder and board members stayed to answer questions; then, referred residents back to their township officials.

Both Harms and Olson noted that Chief Schroeder had recently discussed the idea of hiring a lobbyist to help pass legislation in St. Paul this year. The CAFD Board will have to review Schroeder's proposal and approve the lobbyist contract.

b. **Big Lake Area Sanitary District (BLASD)**

Board members received the BLASD Board's November 8, 2017 minutes, which were approved on December 13, 2017. Clerk Eames reported that the board's ordinance committee plans to meet just before the regular meeting on January 11, 2018. Olson will be talking to Jon Herdegen (MSA) soon about surveying township roads.

c. **Road and Bridge**

Supervisor DeLovely reported that things have been quiet. Enbridge will be accessing Township roads to do pipeline maintenance as they have in past winters.

7. **CONSENT AGENDA**

(Items on the consent agenda are considered routine. If no item is removed, then the consent agenda will be approved with one motion without discussion or debate.)

MOTION (Olson/DeLovely/Harms): To approve the consent agenda items listed below, with supervisors abstaining as noted in Item E below. Motion carried.

- a. Approval of schedule of regular meeting dates for 2018. The regular meeting dates will fall on the second Monday of each month, with the following changes:
 - i. Designation of Monday, October 8, 2018, Columbus Day, as a non-holiday for the purpose of conducting public business;
 - ii. Rescheduling of regular meeting from Monday, November 12, 2018 (Veteran's Day Observed) to Tuesday, November 13.
- b. Approval of compensation and mileage for officers attending training and non-regular meetings listed on Exhibit A.
- c. Approval of compensation and mileage for Clerk and Treasurer to attend election administration training put on by County Auditor.
- d. Approval of Resolution 20018-001, Designating Annual Polling Site, as required by Amended Minnesota Statute 204B.16.
- e. Renewal of approval of conflict of interest resolutions:
 - i. Resolution 2018-002, Authorizing Contract with Interested Officer (Gary Harms, Supervisor, serving as Recycling Shed Operator). 2-in favor, 1-Harms abstaining.
 - ii. Resolution 2018-003, Authorizing Contract with Interested Officer (Tom DeLovely, Supervisor, serving as Road Contractor). 2-in favor, 1-DeLovely abstaining.
- f. Approval of standard legal notices to be published in the newspaper for the Annual Meeting, Board of Appeal & Equalization, and 2018 Election.
- h. Designation of Town's depositories: Frandsen Bank, Members Cooperative Credit Union, and Cornerstone State Bank as an alternative (if needed).
- i. Designation of Town's official newspaper as the Cloquet Pine Journal with legals also being published in the Northland Smart Shopper.
- j. Adoption of IRS standard mileage rate of \$.545 for 2018

8. **OLD BUSINESS**

a. **Old Housekeeping Items.**

None.

9. **NEW BUSINESS**

a. **New Housekeeping Items**

- (1) New procedure for building rentals, based on recent NSF (Non-Sufficient Funds) check (Lindgren).

Board members agreed to accept only cash or money orders for future rentals. The Treasurer reported that she had sent a letter to Lindgren, informing her of the NSF, but had received no response. The Clerk reported that she had texted Lindgren who then claimed that her bank had honored the check. Harms asked DeMenge and Eames to send Lindgren a second letter, demanding proof that the check was paid and threatening legal action if the check is not paid.

b. **Annual Election of Chair and Vice-Chair**

MOTION (Olson/DeLovely): To approve Gary Harms for the Town Board position of Chair. 2-in favor; 1-Harms abstaining. Motion carried.

MOTION (DeLovely/Harms): To approve Steve Olson for the Town Board position of Vice-Chair. 2-in favor; 1-Olson abstaining. Motion carried.

c. **Sign/update officer list from Minnesota Association of Townships.**

Clerk Eames explained that this item was mistakenly placed on the agenda.

d. **Discussion of possible nuisance ordinance.**

- (1) Introduction: Chair Harms opened the discussion with two "nuisance" issues - the 24/7 use of open fire pits; and the owner neglected or abandoned buildings.

Some persons use their open fire pits 24/7 during the summer, often bringing site materials to the fire. Used in this way, recreational fire pits can present safety and environmental issues. Harms pointed out that an ordinance could regulate burning. In addition, the DNR (Department of Natural Resources) and the FDL (Fond Du Lac) might be able to help with enforcement. The FDL has authority over air and water standards and might be able to enforce the ordinance on nontribal property.

Harms raised the example of the fallen Big Lake Store. He suggested that perhaps the Township could contract to have the building demolished and then collect payment from the owner, either upfront or through assessment.

- (2) General Board discussion

Supervisor Olson pointed out that anyone who fails to monitor an open pit fire can receive a citation. (Obviously, those who burn 24/7 will not be able to comply.) He suggested that someone should investigate how Cloquet handles the issue.

Supervisor DeLovely asked how a nuisance ordinance would impact campground fires. Board members were unsure how the ordinance would apply, but it is likely that the campground owner would (i) provide oversight; or (ii) require renters to sign/comply with a rental permit; or (iii) shut a fire down when others complain.

- (3) Proposed action: Harms and Eames will investigate how Cloquet handles the fire pit issue, and contact Troy Gilbert, the Town's attorney, on developing an ordinance.

10. **VISITOR COMMENTS.**

None, except that Board members took this time to agree to go on a field tour to test reflectivity of area signs, beginning at 6:00 p.m., Monday, January 15, 2018, at the Town Hall.

11. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:00 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair