

**February 10, 2020**

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

**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.

Members Present: Chair Gary Harms, Supervisor Steve Olson, Supervisor Keith Depre, Treasurer Cheri DeMenge, Clerk Lora Eames

Contractors: Tom DeLovely, Road Foreman; Susan Seabury, Contractor, National Night Out

In addition, Harms closed the period for accepting quotes for the crackpatching of Jarvinen Road.

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

**MOTION (Depre/Olson):** To approve the February 10, 2020, regular agenda as presented.  
Motion carried.

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

**MOTION (Olson/Depre):** To approve the January 13, 2020, regular minutes with one correction.  
Motion carried.

**4. TREASURER/CLERK REPORTS.**

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

Treasurer Cheri DeMenge provided a report for the month of January.

**MOTION (Depre/Olson):** To approve the Treasurer's Report as presented with a cash balance of \$372,064.75 for the month ending January 31, 2020. Motion carried.

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

Clerk Eames provided both a cash flow report and monthly operating budget update. She reported a \$5,615 negative difference between January's receipts and disbursements; and predicted the receipt of significant revenues over six months - approximately \$11,600 for Gas Tax Road Allotment (March); \$5,000 for the SCORE Recycling Grant (April); and approximately \$111,200 in property tax settlements (July).

<b>2020 OPERATING BUDGET TO DATE</b>	
Projected Revenues	\$171,471
Revenues Received YTD	-3,515
Not Yet Received	\$167,956
Projected Expenses	\$181,520
Disbursements Made YTD	-9,130
Not Yet Disbursed	\$172,390

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

**MOTION (Olson/Depre):** To approve payment of the following claims. Motion carried.  
(See Master Claims List dated February 7, 2020, for details.)

\$374.51	Late claims list for January:
	▪ #4260 - #4261
4,551.67	Regular claims list for February.
	▪ #4162 - #4279
407.89	Late claims list for February:
	▪ Minnesota Department of Revenue; L & M Fleet Supply
2,002.34	Regular payroll for February.
<u>2,002.34</u>	
\$7,336.41	Total

6. **REPORTS.**

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

Chair Harms encouraged everyone to attend the next CAFD Board meeting to be held at Perch Lake Town Hall, 6:00 p.m., February 19, 2020.

The District is considering the purchase of the Daqota Building in the Cloquet Industrial Park. This building is well-built, has been vacant for a few years, and appears to be a good choice for administrative offices, training, and public education. It even has some room for vehicles. The asking price is \$1.7 million. Harms noted that this purchase would be preferable to constructing a new station for \$14 million. The District could continue to maintain Station 1; move Station 3 to Station 1; and complete expansions at Station 2 (Perch Lake) and Brevator.

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

Supervisor Depre reported that the BLASD Board had nothing new to report and has suspended its January and February meetings. BLASD Board managers will not likely meet again until they hear from the Perch Lake Town Board regarding future direction.

Supervisor Olson reported that Nancy Schuldt, FDL Water Projects Coordinator, has scheduled agenda time with the RBC (Reservation Business Committee) on February 24, 2020, regarding the future of Big Lake. In addition, he and Nancy had previously spoken with Wayne Dupuis who expressed skepticism regarding the RBC changing its mind.

Depre described the status of funding as "sketchy," with the availability of federal funds now "suspect" and the state's \$5.5 million still needing a match. Trying to save any funding at this point is a challenge without a joint-powers agreement, shovel-ready project, or new legislation.

c. **Road and Bridge.**

Olson reported nothing new, only the receipt of two crackpatching quotes. (Item 7-b).

7. **OLD BUSINESS**

a. **Old Housekeeping Items**

None.

b. **Crackpatching Township Road: Extend or Cancel Process for Obtaining Quotes?**

The Board received two quotes - one from Sinnott Blacktop, LLC, and one from SealTech, Inc. Supervisors acknowledged receiving comments from contractors that Jarvinen Road was covered with snow and difficult to see. However, they declined to extend the period for accepting additional quotes, expressed satisfaction with the past work done by Sinnott, and voted to accept the Sinnott quote. Also, supervisors acknowledged the September 30, 2020, deadline in the specifications, but expressed hope that Sinnott would complete the work by July.

<b>TABULATION OF QUOTES CRACKPATCHING JARVINEN ROAD 02/10/2020</b>				
<b>Contractor</b>	<b>Per Linear Foot for Each Category</b>			<b>Total</b>
	New Cracks	Prev. Filled Cracks	Patching Hot Mix	
Sinnott Blacktop, LLC 327 2nd Street Proctor, MN 55810	\$1.56	\$.89	\$3,995	None given
<b>Contractor</b>	New Cracks	Prev. Filled Cracks	Spray Patching	
	SealTech, Inc. 743 Pioneer Trail SE Cambridge, MN 55008	\$2.10	\$2.05	

**MOTION (Olson/Depre):** To approve a contract with Sinnott Blacktop, LLC, for the crackpatching of six-tenths of Jarvinen Road, based on Sinnott's quote below:

- \$1.56 per linear foot for new cracks;
- \$0.89 per linear foot for previously filled cracks; and
- a flat \$3,995 for patching hot mix.

Motion carried.

c. **National Night Out**

(1) **Reports/Discussion of Ideas**

Harms reported that the Township has received two donations; and that he and Clerk Eames had prepared a letter to send to businesses, asking for donations. (Eames reported that she had already mailed a dozen letters.) Seabury reported that she will submit a grant/donation request through Lake Country Power's "Round-Up" Program.

Seabury's information packet, previously distributed to supervisors, included a short report, a draft post card with the NNO logo, and preliminary budget (Exhibit A).

Seabury reported that she had researched the web and made calls to determine what happens at NNO events. She found that two St. Louis County townships, Grand Lake Township and White Township, had held successful events. Also, she looked at what cities such as Duluth had done, and determined that successful events included family-oriented activities, such as bouncy houses, face-painting, animals, food, and music.

Seabury discussed how to raise awareness of the NNO event: The spring newsletter would announce the event; and the post card, send one or two months ahead of time, would serve as a reminder.

Seabury discussed items listed in her suggested budget, noting that the Lake Superior Petting Zoo has a three-hour maximum; the second bouncy house listed (London Road Rentals) is a better buy than the second one; and Sheriff Lake sounded positive about getting the Mounted Posse, especially since this would be Perch Lake's first NNO.

<b>National Night Out Draft Budget Presented by Seabury 02/10/2020 Exhibit A</b>					
<b>Vendor</b>	<b>Item</b>	<b>Requirement</b>	<b>Amount</b>	<b>Contact</b>	<b>Phone No.</b>
Lake Superior Zoomobile	Petting Zoo	Needs a tent	\$265.00	Jesemy	(218) 730-4500 x3
London Road Rentals	Bouncy house, 10 kids, have others (more expensive)	age dependent	\$209.95	Mike	(218) 728-2940
London Road Rentals	Tent, 30x60	For petting zoo, charges mileage	\$1,400.00		(218) 728-2940
Carlton Co Sheriff	Posse (horses)		\$ -	Kelly Lake	(218) 384-3236
B&B	Food	Still to be determined			
Doucette	Bouncy house, 5 kids		\$325.00		(218) 728-3858
Funtime Funktions	Facepainting		\$525.00	Steve	(612) 220-9962
Funtime Funktions	Animal Balloons		\$525.00	Steve	(612) 220-9962
Animal Allies		Still to be determined	\$ -	Becky	
	Music	Still to be determined			
Community Printing	Cut postcards		\$15.00		
<b>TOTAL</b>			<b>\$3,264.95</b>		

Supervisors expressed interest in inviting representatives from the Cloquet Area Fire District and Fond Du Lac Law Enforcement. Olson offered to check with the CAFD about the possibility of the Township using one of the Station 2 empty bays for the petting zoo instead of having to rent a tent. Depre offered to contact Scott Staples, a DNR Conservation Officer in a canine unit, and the Holy Hootenanners, a musical group from Mahtowa.

Those present discussed the possibility of an MC or master of ceremonies to keep things moving along, the formation of a volunteer committee closer to the event, and the use of bean bags, cribbage games, and other games.

After some discussion, supervisors agreed by consensus to set the hours of the NNO event, on August 4, 2020, from 4:00 p.m. to 8:00 p.m.

Depre has spoken with the Big Lake Improvement Association about this event and will contact them for help in recruiting volunteers to set up things.

(2) **Approval of Preliminary Budget**

**MOTION (Olson/Depre):** To approve a preliminary budget for the National Night Out event in the amount of \$5,000, to include the items listed in the NNO Preliminary Budget Document (Exhibit A, dated February 10, 2020), except for the 30 x 60 tent; and which can be adjusted as reservations are made for budgeted items, as well as for food and music. Motion carried.

(3) **Approval of Resolution Accepting Donations**

**MOTION (Olson/Depre):** To approve Resolution No. 20-006, accepting the following gift certificates donations from resident Lora Eames:

- \$50.00 for Uptown Hairstyling of Angel Nails (Cloquet);
- \$50.00 for Salon Capelli (Duluth).

The only condition specified was that the gift certificates be used in giveaways or drawings as part of the National Night Out event on August 4, 2020. Motion carried.

8. **NEW BUSINESS**

a. **New Housekeeping Items.**

None.

b. **Upcoming Annual Meeting (Township Day) of Tuesday, March 10, 2020:**

Clerk Eames distributed the 2020 Annual Meeting Agenda, discussed the assignment of reports for officers planning to attend, and asked the following questions:

(1) Does the Board wish to recommend an increase or no increase in 2020 Levy?

Board members discussed two reasons for increasing the levy at this time - the need to update maintenance or pave roads as needed; and the need to have some reserves on hand for the Enbridge refund payback and other items.

**MOTION (Depre/Olson):** To present a proposal to the electors at the Perch Lake Annual Meeting to increase the Annual Levy by 5% or \$6,954; thereby increasing the total Levy from \$139,088 to \$146,042. Motion carried.

*(It is understood that any qualified resident at the Annual Meeting may make a proposal.)*

(2) Does the Board wish to have the electors vote on a resolution authorizing the Town Board to develop an ordinance to regulate town road rights-of-way?

Olson explained two reasons for the ordinance:

- Driveway permits - The Township currently has no basis for authorizing or regulating these permits.

- Enforcement of penalties in situations where people deposit snow onto or obstruct roadways - The Township currently has no basis for regulating or enforcing compliance.

**MOTION (DePre/Olson):** To present a Perch Lake Town Board request at the 2020 Annual Meeting, asking the electors authorize the Town Board to develop an ordinance to regulate town road rights-of-way. Said authorization would be documented by approval of an elector resolution. Motion carried.

c. **Township's Annual Road Maintenance Contracts**

Town supervisors reviewed and approved draft documents to request proposals for the annual road maintenance contracts, which are set to expire on April 1, 2020.

**MOTION (DePre/Olson):** To approve the posting and publication of the following (RFQs) (requests for proposals) for the Township's annual maintenance contracts:

- Grading, brushing, and equipment.
- Loading and hauling town-provided class 5 and pitrun.

Notices will be posted at the usual sites in the community, on the website, and in the Pine Knot Newspaper. Motion carried.

d. **Maintenance of Town's Website.**

Eames reported that the Township's website consultant is updating the Township's website by adding new archival pages for minutes and replacing the current calendar.

e. **Presidential Nomination Primary Election, March 3, 2020**

Clerk Eames and Treasurer DeMenge informed supervisors that the PNP expenses would be reimbursed by the State through the County Auditor's Office, and that the election must be held, no matter the circumstances. Olson will call DeLovely about being available for snowplowing.

9. **NOTICE OF CARLTON COUNTY BOARD OF ADJUSTMENT (CCBA) HEARING: CHRIS LEBRASSEUR, VARIANCE REQUEST**

Supervisors briefly discussed the public hearing to be held February 18, 2020, for Lebrasseur's request for a variance for 818 Brower Drive. DePre reported that he had not spoken with Heather Cunningham, but would request the information packet. He saw no reason to attend the meeting at this time.

10. **VISITOR COMMENTS.**

Susan Seabury verified with Board members that she could proceed to make reservations for National Night Out. Supervisors responded yes, asking only that she hold off on reserving a tent.

11. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:15 p.m.

Respectfully submitted,

Approved by Town Board

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Lora Eames, Clerk

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Gary Harms, Chair