

February 11, 2019

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

Motions are tagged in bold. Meetings are recorded to facilitate the 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.

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

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

MOTION (Depre/Olson): To approve the February 11, 2019, regular meeting agenda with the addition of New Business 9-I: "Variance Request Discussion." Motion carried.

3. **MINUTES.**

MOTION (Olson/Depre): To approve the January 14, 2019, regular minutes as recorded. Motion carried.

4. **TREASURER/CLERK REPORTS.**

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

Treasurer DeMenge provided a report for January.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$351,076.64 for the month ending January 31, 2019. Motion carried.

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

Clerk Eames reported that Perch Lake Township:

- Had a negative difference of \$6,244 between receipts and disbursements in January.
- Expects to receive Gas Tax Road Allotment funds of approximately \$11,880 from the County in February.
- Has a Minnesota Power credit balance of \$2,292.48, which will be used to pay future monthly charges. (The budget billing has been stopped.)

In addition, Eames provided the following budget report:

2019 OPERATING BUDGET TO DATE	
Projected Revenues	\$170,168
Revenues Received YTD	-2,996
Not Yet Received	<u>\$167,172</u>
Projected Expenses	\$171,274
Disbursements Made YTD	-9,239
Not Yet Spent	<u>\$162,035</u>

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

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

\$1,230.57	Claims #4054-#4056 (Late January)
4,628.83	Claims #4057-#4071 (February)
2,044.64	Regular payroll
1,677.00	Election payroll
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\$9,581.04	Total

6. **REPORTS.**

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

Town Chair Harms reported that he had nothing new to report, except that Jim Langenbrunner, the recently-appointed member from Cloquet, is now also the new CAFD Chair.

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

Supervisor Depre reported that he attended the regular BLASD meeting, which had been rescheduled from February 14 to February 7. The entire meeting was about the new Affordability Task Force. MSA (the Engineer) showed a PowerPoint presentation which will be shown to the FDL. The BLASD Board had wanted the FDL to appoint two Reservation Business Committee members. Instead, the FDL appointed two representatives who will sit on the task force, and report back to the FDL. The purpose of the task force is to reach an agreement on the affordability of the project for all users, and to show that the \$105 monthly cost is the most affordable option.

The BLASD has not set a date for the PowerPoint presentation, or the first task force meeting. The next regular meeting has been rescheduled for Thursday, March 21. Also, Rocky Rennquist will attend the Town's Annual Meeting on March 12 to present a report.

c. **Road and Bridge**

Supervisor Harms reminded everyone about the Watkins Spur meeting scheduled the next day, for Tuesday, 7:00 p.m., February 12, 2019, at the Town Hall.

Supervisor Olson discussed problems with all the snow. The County has been out clearing roads regularly. He has received no calls. Road Foreman Tom DeLovely reported that he received a call from Enbridge regarding their work on Town Road 535.

8. **OLD BUSINESS**

a. **Old Housekeeping Items.**

Chair Harms reported that he had called Randall's Heating (Cloquet) on January 27, 2019, regarding a problem with the furnace control unit in the Station 2 training room. A service technician fixed the problem temporarily and will install a new unit in the near future.

b. **Renewal of CD with Members Cooperative Credit Union (MCCU).**

Treasurer DeMenge reviewed options with Board members. After some discussion, supervisors approved the purchase of the Basic 24-Month Certificate of Deposit (CD).

MOTION (Depre/Olson): To approve Resolution No. 19-005, authorizing the purchase of a Basic 24-Month CD from Members Cooperative Credit Union in the amount of \$81, 217.17, plus additional late interest accrued and the Money Market Savings balance. Motion carried.

c. **Report on Special Election Held February 5, 2019.**

Clerk Eames discussed the Special General Election held on Tuesday, February 5, 2019.

Number of registered voters	622
Total of Perch Lake voters	197
Voter turnout	31.6%

d. **Discussion/Action re Fallen Building Owned by Neil McPhail.**

Owner:	Neil McPhail
Building Address:	3165 Maple Drive
Parcel ID:	92-170-0160

Last month, the Board moved to send a letter to McPhail, informing him of the Township's right to require safe buildings within its jurisdiction, and requesting his intentions concerning the fallen building on his property. Clerk Eames mailed the letter on January 31, with a stated deadline of February 28. Supervisors deferred discussion of this item until March.

9. **NEW BUSINESS**

a. **New Housekeeping Items**

Clerk Eames asked everyone to submit claims by 3:00 p.m., on the Friday before the meeting.

b. **Upcoming Annual Meeting (Township Day), Tuesday, March 12, 2019**

Clerk Eames discussed the upcoming Annual Meeting and asked supervisors if they wished to provide a recommendation concerning the 2020 Levy to be voted upon. After some discussion, supervisors decided not to recommend an increase in the 2020 Levy.

c. **Upcoming Roadwork Contracts.**

Board members reviewed the Request for Proposal documents. After some discussion, they decided to post the RFPs at three local sites and on the website.

MOTION (Depre/Olson): To approve the Request for Proposals (RFPs) for annual roadwork contracts, along with requirements listed, for posting at the usual sites and on the website.

(1) Contracts:

- (a) Loading and hauling Township-supplied class 5 and pit run gravel.
- (b) Grading, brushing, and equipment

(2) Requirements for both contracts:

- Posting will specify a contract period of April 1, 2019 - March 31, 2020.
- General liability insurance, minimum of \$1.5 million per occurrence.
- (This insurance must cover all equipment operated for township work.)
- Tax ID No. (Federal Employer Identification or Social Security Number.
- Worker's Compensation (if required under Minnesota state law).
- Signing of indemnification, hold harmless, & defend document (if quote accepted).
- Quotes must be submitted by March 11, 2019, 7:00 p.m.

Motion carried.

d. **Review Quote from Greg Warren to Repair Town Hall Chairs.**

Board members reviewed a quote from Greg Warren, 827 Salmi Road, to repair Town Hall chairs. After some discussion, they tabled the matter, and asked Harms to research the costs of purchasing new, more comfortable chairs.

e. **Resolutions Authorizing Contracts with Interested Officers.**

MOTION (Olson/Depre): To approve resolutions authorizing the following contracts with financially interested officers:

- (1) Resolution No. 19-007, authorizing contract with Clerk Lora Eames as a Head Judge, and husband David Eames as an election judge for any elections in year 2019.
- (2) Resolution No. 19-008, authorizing contract with Treasurer Cheri DeMenge's fiancé Greg Warren as a temporary set-up worker for any elections in year 2019.
- (3) Resolution No. 19-009, authorizing contract with Treasurer Cheri DeMenge as an election judge for any elections in year 2019.

Motion carried.

f. **Discussion on Return of Tanker to Station 2 from CAFD inventory.**

Chair Harms opened the discussion by asking if it would be appropriate to request that Chief Kevin Schroeder return the tanker to Station 2 (Perch Lake). Captain Quinten Anderson was in attendance and recommended that the Board not try to change anything. The issue is not one of response time, but one of manpower - Station 2 simply does not have the personnel to respond with the equipment.

g. **Individual Emails for Town Board Members.**

Supervisors discussed the idea of having separate individual emails for business purposes, and asked Clerk Eames to research the matter, check with other townships regarding this practice, and report back next month.

h. **Compensation for Supervisor Depre for Attending All BLASD meetings.**

MOTION (Olson/Harms): To compensate Supervisor Depre at the approved meeting rate of \$100 per meeting for attending all Big Lake Area Sanitary District meetings; and reporting back to the Town Board. Motion carried.

i. **Variance Request Discussion (Variance #318023, Kyle Young)**

Supervisors received notice of a Board of Adjustment hearing on February 19, 2019, regarding Variance #318023. The variance requested was to consider a lot to be buildable; and to allow a structure setback of 75 feet from the ordinary high water level for a nonconforming lot in the Pine Grove Addition. After some discussion, supervisors moved to send a letter of disapproval.

MOTION (Depre/Olson): To send a letter of disapproval to Chair Jack Ezell, voicing objections to the granting of Variance #318023 (Kyle Young), to be considered by the County Board of Adjustment on February 19, 2019. Motion carried.

10. **VISITOR COMMENTS.**

Captain Anderson reported that the batteries for the station 2 emergency exit lights have expired. Who replaces them - the Township or the CAFD? Chair Harms asked Anderson to purchase and install new batteries, and the Township would reimburse him.

Pat Anderson discussed the injury she received on February 5, 2019, when the kitchen counter fell against her. Further, she expressed concern that the Employer's First Report of Injury did not specifically state that the countertop was "unattached." Harms reported that he has attached the countertop to the wall to prevent future injuries. Eames said she was sure the injury report described the situation adequately. (It was accepted by the insurance company without question.)

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