

**March 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.

Then, Harms announced the 7:00 p.m. closing of the acceptance period for quotes for the 2019-2020 Annual Roadwork Contracts. (One quote was received.)

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

**MOTION (Depre/Olson):** To approve the March 11, 2019, regular meeting agenda as presented. Motion carried.

3. **MINUTES.**

**MOTION (Olson/Depre):** To approve the following minutes as recorded:

- February 11, 2019, regular minutes.
- February 11, 2019, Board of Audit minutes
- February 12, 2019, Public Information Meeting (Watkins Spur) minutes.

Motion carried.

4. **TREASURER/CLERK REPORTS.**

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

Treasurer DeMenge provided a report for the month of February.

**MOTION (Depre/Olson):** To approve the Treasurer's Report as presented with a cash balance of \$342,270.19 for the month ending February 28, 2019. Motion carried.

In addition, she reported the receipt of \$11,595.23 in Town Road Distribution funds from the Carlton County Auditor. This will show on the record in March.

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

Clerk Eames reported a negative \$8,806 difference between receipts and disbursements for February, and a negative \$15,050 difference this year to date.

Eames reported that the Township will:

- Bill the CAFD at the end of March and receive a check in April.
- Receive a \$5,000 SCORE grant in April from the County for the recycling operation.
- Receive approximately \$114,071 in June from the County for the first half of property tax settlements from the 2018 Levy.
- Bill the CAFD at the end of June and receive a check in July.

In addition, Eames provided the following budget report:

<b>2019 OPERATING BUDGET TO DATE</b>	
Projected Revenues	\$170,168
Revenues Received YTD	-3,442
Not Yet Received	<u>\$166,726</u>
Projected Expenses	\$171,274
Disbursements Made YTD	-18,491
Not Yet Spent	<u>\$152,783</u>

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

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

\$ 927.62	Claims #1536-1540 (February)
5,020.43	Claims #4074-#4083 (March)
<u>2,371.54</u>	Regular payroll
\$8,319.59	Total

6. **REPORTS.**

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

Chair Harms reported that Representative Mary Murphy is sponsoring the CAFD's bonding bill request, and has asked the board to reduce its request from \$13M to \$6M. (One never gets 100% of what is requested.) The bonding funds request, bonding language amendment, and EMS levy language have or will be heard in various legislative committees.

Harms reported that he has heard discussion about having a 24-hour ambulance service at Station 2 (Perch Lake). Olson explained that the District is considering the placement of staff to respond with a medical "Chase" unit. (Per 04/03/19 email from Chief Schroeder, the "Chase," would be a small pickup or brush truck vehicle equipped with advanced medical equipment to respond in Perch Lake and West Brevator.) If this service is approved for Station 2, the Town would have to upgrade its facilities to provide sleeping space and kitchen access for personnel.

In addition, Olson commented as follows:

- The CAFD might be more effective in recruiting paid-on-call personnel if they used social media and radio time for this purpose.
- Station 2, after increasing its staff, may have more support for getting the tanker back. (The Station 1 crews are not always taking the tanker on its runs.)

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

Supervisor Depre reported that he had nothing new to report since the BLASD Board had not met since last month. Their next regular meeting has been rescheduled to March 21.

Depre also reported that he has heard nothing about the schedule for the Affordability Task Force (ATF) meetings, even after sending an email directly to Chris Rousseau. The BLASD Board has only two members on the committee - Chris Rousseau and Wayne Dupuis - and would not have to post the meetings unless a quorum of three was present.

c. **Road and Bridge.**

Supervisor Olson reported that he received a call from Tom DeLovely, who had gotten a call from the County. Evidently, snowplow operators were complaining about residents leaving snow deposits and ridges on Salmi Road when plowing their driveways. Olson explained that the County will send letters to the offenders.

Board members decided to wait until April to set a date for the Annual Road Inspection Tour.

7. **OLD BUSINESS**

a. **Old Housekeeping Items.**

None.

b. **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 asking about his intentions concerning the fallen building on his property. Clerk Eames mailed the letter on January 31, with a stated deadline of February 28. McPhail did not respond as requested. Supervisors asked the Clerk to send a "Second Notice" letter (with the previous letter attached) by certified mail.

c. **Roadwork Contracts.**

Board members reviewed and approved the quotes received from Tom DeLovely.

**MOTION (Olson/Depre):** To approve the proposal from Tom DeLovely for multiple contract work during the contract period of April 1, 2019-March 31, 2020. Motion carried.

<u>Description</u>	<u>Quote</u>	<u>Unit</u>
▪ Grading	\$110.00	Hour
▪ Brushing	\$110.00	Hour
▪ Equipment	\$110.00	Hour

**MOTION (Depre/Olson):** To approve the proposal from Tom DeLovely for loading and hauling during the contract period of April 1, 2019-March 31, 2020. Motion carried.

<u>Description</u>	<u>Quote</u>	<u>Unit</u>
▪ Loading & hauling Township supplied Class 5	\$6.90	Cubic yard
▪ Loading & hauling Township supplied pit run gravel	\$6.90	Cubic yard

d. **Update on Perch Lake Annual Meeting.**

Clerk Eames reported that she had provided each Board member with a packet of information for the 2019 Annual Meeting to be held the following day.

e. **Discussion of Purchase of Chairs and Conference Table.**

The supervisors had previously delayed the repair of old chairs, pending research on the cost of new ones. Since then, Chair Harms had invited Gale Clark, sales representative from Northern

Business Products, to leave sample chairs on display. She has been on vacation and so, has been unavailable for cost information. Harms suggested tabling this matter until next month.

f. **Individual Emails for Business Purposes.**

Board members had previously discussed the idea of having individual emails for town business only. They desired to keep their personal emails separate from township emails.

Eames and Olson provided some information and discussed some options. Eames reported that Homestead, the Township's web builder, provides five free emails with the currently billed plan. After some discussion, supervisors asked the Clerk to find out if Homestead could be used on cell phones for sending and receiving email.

g. **Proposal to Hire County to Perform Engineering on Watkins Spur Project.**

**MOTION (Depre/Olson):** To hire the Carlton County Engineering Division for its services in connection with the Watkins Spur Road Project at a cost of approximately five percent of the total project costs. Motion carried.

8. **NEW BUSINESS**

a. **New Housekeeping Items.**

- (1) Harms raised a parking issue from a recent party held at the Town Hall. Evidently, attendees were parking their vehicles in a manner that blocked the fire hall exit. Pat Anderson, the caretaker, will instruct renters to park in other areas.
- (2) DeMenge suggested that something should be done to improve the appearance of the concrete floor. Those present discussed various ideas, including a tile floor or an epoxy floor coating. Harms suggested getting quotes for both types of flooring.

b. **Obtain Quotes for Mowing Roadsides.**

Clerk Eames offered to obtain quotes for mowing roadsides from Jerry Telker and Eric Carlson. (Telker was last year's contractor and Carlson had contacted Supervisor Olson last year.)

c. / d. **Reminders of Upcoming Meetings.**

Clerk Eames reminded Board members of the Board of Appeal and Equalization on April 3rd at the Town Hall, and the Spring Short Course on April 5th, at the DECC.

9. **VISITOR COMMENTS.**

None.

10. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 7:50 p.m.

Respectfully submitted,

Approved by Town Board

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Lora Eames, Clerk

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Gary Harms, Chair