

March 14, 2022

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

1. CALL TO ORDER AND ROLL CALL

Chair Harms opened the meeting at 7:00 p.m. with a roll call and closed the period for accepting quotes for the 2022 Township Road Maintenance Contracts. Supervisor Depre hosted the meeting on Zoom.

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

Contractor: Tom DeLovely (Foreman)

ARPA Committee: Eileen Christopherson, Keith Hamre, Jeanette Olson

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Depre/Olson): To approve the March 14, 2022, agenda as presented. Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Depre/Olson): To approve the February 14, 2022, regular meeting minutes as recorded. Motion carried.

MOTION (Olson/Depre): To approve the February 14, 2022, Board of Audit minutes as recorded. Motion carried

MOTION (Olson/Depre): To approve the February 22, 2022, Special Meeting - Review Watkins Spur Quotes - minutes as recorded. Motion carried.

4. ACKNOWLEDGE RECEIPT OF NOTES, MINUTES

Chair Harms acknowledged receipt of:

- Notes from March 3, 2022, ARPA (American Rescue Plan Act) Committee meeting.
- Minutes from March 8, 2022, Annual Meeting

5. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report

Treasurer Cheri DeMenge provided the Treasurer's Report for February 2022.

MOTION (Olson/Depre): To approve the Treasurer's Report as presented with a cash balance of \$473,900.22 for the month ending February 28, 2022. Motion carried.

b. Informational Clerk's Budget Report.

(1) Clerk Eames reported that the Township will receive:

- (a) A \$5,000 SCORE Grant for the Recycling Shed sometime in March.
- (b) The following funds in the first half of 2022:
 - May – approx. \$61,000 in ARPA funds.
 - June – approx. \$113,000 in property tax settlements.

(2) Monthly Operating Budget for February 2022

Projected Revenues	\$194,367
Projected ARPA \$	61,000
Revenues Received YTD	-2,955
Not Yet Received	<u>\$252,412</u>
Projected Expenses	\$396,712
Disbursements Made YTD	-34,127
Under Budget YTD	<u>\$362,585</u>

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

The supervisors approved the following claims for payment:

a. **Regular Claims**

MOTION (Depre Olson): To approve payment of regular claims for March 2022.
Motion carried.

\$1,492.04	Late claims list for February 2022: Claim Nos. #4649-#4651
5,653.59	Regular claims list for March 1-31: Claim Nos. #4652-#4660
764.43	Employee payroll for 2022
3,331.18	Regular payroll for 2022.
<u>\$11,241.24</u>	Total

b. **American Rescue Plan Act (ARPA) Claims.**

Clerk Eames reported that she did not have an ARPA claims list ready for approval.

7. **REPORTS.**

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

Town Chair Harms had nothing new to report – only that CAFD Chief Jesse Buhs was at the Annual Meeting on March 8, 2022. (Copies of Buhs’ report are available).

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

Town Supervisor Keith Depre had nothing new to report.

c. **Road and Bridge.**

(1) Report from Foreman Tom DeLovely

DeLovely reported that he had repaired 8-10 yards of Strand Road. Enbridge had damaged the road and contacted him as required. The Clerk will send Enbridge an invoice for DeLovely’s labor.

(2) Road Supervisor Steve Olson reported that he:

- drafted a letter to Charlie Martin, 804 Brower Drive, re depositing of snow onto the west side of Brower Drive. The Clerk will send a certified letter.

- summarized quotes for the Watkins Spur Project and provided recommendations for February 22, 2022, special meeting.
- attended a pavement seminar at University of Minnesota on February 14, 2022.

8. **OLD BUSINESS**

a. **Old Housekeeping Items**

The Clerk announced that she will be on vacation from March 21-29.

b. **Review Quotations from Township’s Road Maintenance Contracts:**

Board members reviewed two separate quotes received for the Township’s Road Maintenance.

Summary of Quotes for Township’s Road Maintenance Contracts			
Name	Grading, Brushing, Equipment		Hauling & Loading Class 5 & Pit Run
Thomas DeLovely 3053 Jarvinen Road Cloquet, MN 55720	Grading	\$130.00/hr.	\$8.50/cubic yard
	Brushing	\$130.00/hr.	\$8.50/cubic yard
	Equipment	\$130.00/hr.	
Omar’s Sand & Gravel, Inc. 2067 County Road 61 Carlton, MN 55718	Grading	No bid.	No bid received
	Brushing	\$130.00/hr.	
	Equipment – various – see below		
	Mini excavator (Case CX36)	\$135.00/hr.	
	Mid-sized excavator (Case CX80C)	\$150.00/hr.	
	Full-sized excavator (Volvo EC160)	\$175.00/hr.	
	Tracked skid steer loader	\$138.00/hr.	

The supervisors briefly reviewed quotes and found that Tom DeLovely had the lowest complete set of quotes for each contract.

MOTION (Depre/Olson): To contract with Tom DeLovely for the maintenance of the Township’s roads, based on his proposal and quotes:

- Grading, brushing, and equipment at \$130.00 per hour.
- Loading and Hauling Township-supplied Class 5 and pit run at \$8.50 per cubic yard.

Motion carried.

c. **American Rescue Plan Act**

(1) Updates

Clerk Eames had no new state or federal updates to report.

(2/3) Review of ARPA Committee of March 3, 2022, and Recommendations

- (a) Eames reported that the committee produced three options:

ARPA Committee Draft List of Options		
Option 1	Opening the Town Hall for socializing, coffee, refreshments, games.	\$5,761.08
Option 2	A community, family-oriented event at the Big Lake Golf Club with free food and golf.	\$10,000.00
Option 3	Small business and artisan grants.	\$22,000.00
		\$37,761.08

Chair Harms called for a brief presentation on each option; then, a discussion and a vote on each one separately.

(b) Option 1: Opening the Town Hall

Eames discussed Option 1 with the following cost breakdown.

Option 1: Opening the Town Hall for Four Hours per Week					
Wages	Hourly	Hours/Wk.	Costs		Totals
Cleaning	\$25.00	1	\$25.00		\$25.00
Monitoring	\$15.00	4	\$60.00		\$60.00
Refreshments			Costs		
Coffee, cookies, rolls			\$23.00		\$23.00
Utilities			Costs		
Electrical & propane			\$2.79		\$2.79
TOTAL PER WEEK					\$110.79
TOTAL PER YEAR				52	\$5,761.08

Option 1 Discussion: Supervisors expressed support for opening the Town Hall four hours per week. Depre suggested a budget of \$10,000. Olson suggested advertising in advance of the first opening. In addition, the supervisory consensus was that monitors should not check addresses to see if visitors are residents. Hamre presented a list of activity ideas.

MOTION (Depre/Olson): To approve Option 1 “Opening the Town Hall for Four Hours Per Week” with an annual budget of \$10,000. Motion carried.

(c) Option 2: Community, Family Oriented Event at Big Lake Golf Club

Eames introduced Option 2 with one bottom-line cost: no breakdown.

Option 2: Holding a Family-Oriented Event at the Big Lake Golf Club	
Committee Estimate	Costs
A community, family-oriented event at the Big Lake Golf Club to include free golf, free food, and fun activities.	\$10,000

Option 2 Discussion: DeMenge reported that the community event held at the Big Lake Golf Club would be limited to Township residents who registered in advance for free tickets. The total registration would be used in planning a menu. The event would stretch over four hours and include free golf, free food, and activities. The \$10,000 budget was based on what the Board previously approved for a National Night Out event which never happened (due to COVID-19). The idea of holding it at the club was based on several factors – free golf to attract more interest, a partner in setting up the event, and not having to monitor parking in front of the fire hall.

After some discussion, supervisors expressed support for a community event and approved a motion, asking that details be submitted soon.

MOTION (Depre/Olson): To approve Option 2 “Holding a Family-Oriented Event at the Big Lake Golf Club” with a budget of \$10,000. Motion carried.

(d) Option 3 Business Grants

Eames provided a sample grant application and basic outline for a grant program for small businesses and artisans. She explained that the idea was just a framework; those who worked on it wanted to hear from the Board before investing any more time or effort in the project.

Supervisors declined to support or even discuss a business/artisan grant program in detail. Their consensus was that the Township could not easily navigate legal issues or offer a fair application process for all local businesses (including artisans). They asked the committee to consider other ways to support local businesses and artisans.

(e) More Discussion of Potential Ideas

Depre suggested a combined farmers’ market and artisan or craft fair. Harms suggested that seniors have been severely impacted; he would like to see a way to respond to their needs. DeMenge commented on the idea of providing vouchers, noting that the Township should not collect personal financial information from residents to prove they are low-income or severely impacted by the pandemic. Depre suggested having tax professionals in the Town Hall to help seniors complete and file their taxes.

Supervisor Olson reminded everyone that the Town Hall will require a new septic system. Supervisor Depre asked the committee to continue to probe ideas. Christopherson discussed her letter to the board, expressed concerns about the grant program, and suggested the Township could support local businesses by purchasing gift cards for drawings or prizes.

The supervisors, by consensus, empowered the committee to consider ways to provide services without grants:

- Something for seniors.
- A farmers’ market and craft fair.
- Drawings with gift cards purchased from local businesses.

d. **Discussion on Business Left Over from Annual Meeting.**

No significant issues.

9. NEW BUSINESS

a. New Housekeeping Items

None.

b. Approval of Redistricting Resolution.

Clerk Eames explained that every ten years, the state legislature must redraw the state's congressional and legislative districts following population shifts. The State released the State Redistricting Plan last week. The law requires the Township to pass a resolution to reestablish its existing precincts boundaries and polling places – even though nothing changed - by the deadline of March 29, 2022, which is 19 weeks before the state primary. After passing the resolution, the Township must file it with the County Auditor within 30 days of approval.

MOTION (Olson/Depre): To approve Resolution No. 2022-009 reestablishing Perch Lake Township's precinct and polling place in accordance with Minnesota Statute 204B.14, subdivision 3 (d). Motion carried.

c. Jerry's Rowside Mowing Quote

Board members reviewed a quote received from Jerry Telker, Jerry's Roadside Mowing, LLC, in the amount of \$1,450.

MOTION (Depre/Olson): To approve a contract with Jerry Telker of Jerry's Roadside Mowing, LLC, in the amount of \$1,450, for mowing Perch Lake Township roadsides. Motion carried.

d. Minnesota Association of Township's Spring Short Courses – Virtual March 15, March 16.

The supervisors agreed to meet at the Town Hall for virtual course 8:00 a.m. – 12:30 p.m., March 15, 2022. The Open Meeting Law does not require posting a notice for training.

10. VISITOR COMMENTS

Foreman DeLovely reported that logger Carlson Timber was hauling 7-8 loads per day on Ditchbank Road. DeLovey expressed concern that the hauling would damage the road during thawing. Olson said he was sure that Ditchbank Road had a permanent sign posting five tons; and that the logger would need a permit. (Later, Olson checked after the meeting; there was no damage. Also, the road did not have a permanent sign posting five tons.)

11. ADJOURNMENT.

Chair Harms adjourned the meeting at approximately 8:05 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair