

March 16, 2020
(Rescheduled from March 9, 2020)

PERCH LAKE TOWNSHIP
MINUTES OF THE REGULAR MONTHLY MEETING

1. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE.

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, Clerk Lora Eames
Contractors: Tom DeLovely, Road Foreman.
Susan Seabury, Coordinator, National Night Out

In addition, Harms announced that:

- The March 9th regular meeting had been rescheduled to March 16 due to the lack of a quorum.
- The Town Board would no longer accept quotes for the 2020 Road Maintenance Contracts.

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Olson/Depre): To approve the March 16, 2020, regular agenda as presented.
Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Depre/Olson): To approve the February 10, 2020, regular minutes as recorded.
Motion carried.

MOTION (Depre/Olson): To approve the February 10, 2020, Board of Audit minutes as recorded.
Motion carried.

4. ACKNOWLEDGE ACCEPTANCE OF ANNUAL MEETING MINUTES.

Chair Harms acknowledged receipt of the March 10, 2020, Annual Meeting minutes to be approved by electors at the 2021 Annual Meeting.

5. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report.

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

MOTION (Olson/Depre): To approve the Treasurer's Report as presented with a cash balance of \$364,445.45 for the month ending February 29, 2020. Motion carried.

b. Informational Clerk's Budget Report.

- (1) Cash Flow - Clerk Eames reported a \$7,619 negative difference between receipts (\$806) and disbursements (\$8,425); and the receipt of \$12,088.86 in Gas Tax Road Allotment Funds (to be recorded next month).

The next significant revenues will come as follows:

- March/April - \$5,000 from the County for the Recycling Shed SCORE Grant.
- July - Approximately \$111,200 from the County for property tax settlements.

(2) Operating Budget

2020 OPERATING BUDGET TO DATE	
Projected Revenues	\$171,471
Revenues Received YTD	-4,320
Not Yet Received	\$167,151
Projected Expenses	\$181,520
Disbursements Made YTD	-17,555
Not Yet Disbursed	\$163,965

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

MOTION (Olson/Depre): To approve payment of the following claims. Motion carried.
(See Master Claims Lists for March 2020 for details.)

\$1,631.21	Late claims list for February:	Claim #s 4280-4282
1,866.58	Regular claims list for March 9:	Claim #s 4283-4292
787.36	Regular claims list for March 16:	Claim #s 4293-4296
1,932.76	Regular payroll for March 9:	
1,361.25	Election payroll for March 9.	
535.43	Regular payroll for March 16.	
\$8,114.59	Total	

Supervisor Depre asked if the Board had authorized specific NNO (National Night Out) expenses such as the \$525 claim from Funtime Funktions. Treasurer DeMenge responded affirmatively, noting that the Board not only approved a preliminary budget of \$5,000, but also specific items on Susan Seabury's NNO Budget List, dated February 10, 2020.

6. **REPORTS.**

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

Chair Harms reported on two matters:

- Interim Assistant Fire Chief Waters attended the Annual Meeting on March 10, 2020 to discuss the CAFD's new service delivery model and how it will impact Station 2.
- The District's Succession Planning Committee is continuing its search for a new Fire Chief. Harms said he has been unable to attend recent committee meetings but heard that the committee has one viable candidate from southern Minnesota.

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

Supervisor Depre had nothing new to report. The sewer project is practically dead, but not the District. The BLASD Board's next task is to have someone speak with Heather Cunningham, from Carlton County Zoning and Environmental Services, about how to resolve the failing systems on Big Lake.

The BLASD Board has heard nothing back from the Fond du Lac. Depre had not even heard if Nancy Schuldt, FDL Water Projects Coordinator, had her meeting with the FDL Reservation Business Committee.

c. **Road and Bridge.**

Supervisor Olson reported on the following:

- (1) **Hardwood Lake Road:**
 - Olson provided Aaron Gunderson, County Transportation with information about the portion of Hardwood Lake Road being reclaimed - length (937 feet), width (17 feet), and thickness (3 inches) and gravel base.
 - Olson authorized dust control on reclaimed surface, whereby chloride is injected into the process while the work is done. (This will add an additional \$500 to the project cost.)
 - The project which includes Hardwood Lake Road is currently out for bids.
- (2) **Plugged culvert on Reponen Road:** This culvert was steamed, thanks to a call from Betsy Anderson, County Transportation, on March 6, 2020.

7. **OLD BUSINESS**

a. **Old Housekeeping Items**

- (1) **Reminder of Monthly Deadline for Claims**

Eames reminded everyone that the deadline for submitting claims is always 12 noon on the Friday before the Monday meeting.

b. **Roadwork Contracts.**

The Township has two annual road maintenance contracts which expire on April 1, 2020. These contracts include (i) grading, brushing, and equipment; and (ii) loading and hauling. Eames confirmed that Tom DeLovely was the only proposer; and that he had submitted two quotes (one for each contract). Board members reviewed and approved the proposals from Tom DeLovely. DeLovely did not change his rates from last year.

MOTION (Depre/Olson): To approve two contracts with Tom DeLovely, 3053 Jarvinen Road, based on the quotes listed below for road maintenance work in Perch Lake Township to be completed from April 1, 2020 through March 31, 2021. Motion carried.

(1)	Description	<u>Quote</u>	<u>Unit</u>
	▪ Grading	\$110.00	Hour
	▪ Brushing	\$110.00	Hour
	▪ Equipment	\$110.00	Hour
(2)	Description	<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

c. **Developing Ordinance for Regulating Town Road Rights-of-Way (ROWS)**

Board members noted that the electors at the March 10th Annual Meeting had approved a resolution authorizing the Town Board to develop an ordinance to regulate town road rights-of-way. They agreed to review the sample ordinance (attached to the resolution) and return in April with their input. They tabled a motion to have the Town's Attorney, Troy Gilchrist (Kennedy & Graven, Chartered) draft an ordinance until after their review.

d. **National Night Out (NNO).**

- (1) Status Report for NNO Event scheduled for August 4, 2020.

Susan Seabury reported the following:

- Sheriff Kelly Lake will try to have the Mounted Posse and K9 Unit attend.
- The kids will have the bouncy house, face painter, and balloon artist.
- The Zoomobile will be coming from the Lake Superior Zoo.
- Having Animal Allies (Duluth) with adoptions is still unknown.

Seabury reported that she had not been able to find an available band for a reasonable fee. Depre offered to help by checking his own music contacts.

- (2) Getting the Word Out /Other Issues.

Seabury suggested sending post cards to residents in May and putting a blurb in the newsletter in June or July. Depre will have the Big Lake Area Improvement Association spread the word in their newsletter. Other ideas included posting information at The Lounge, Sawyer Community Center, Sawyer Store, and FDL; and running a public service announcement on the radio and in a local newspaper.

Eames reported that she had no responses to the letters sent out for donations. Everyone agreed that someone will have to follow up with phone calls.

Eames and DeMenge discussed food with the Board, asking for guidance on how many hot dogs and brats to provide. After some discussion, the supervisors agreed that the Town should order 200 brats and 150 hot dogs. Eames and DeMenge will check on potato chips, ice-cream, and beverages and return in April with specifics.

- (3) Motion

MOTION (Olson/Depre): To approve the interfund transfer of \$5,000 from the General Fund 100 to the new National Night Out Fund 230. Motion carried.

e. **Presidential Primary Held at Town Hall on March 3, 2020.**

Clerk Eames reported that the recent election went well, and she cited some statistics.

PRESIDENTIAL PRIMARY (MARCH 3, 2020)	
Number of individuals who voted at Town Hall	185
Number of absentee ballots	8
Total who voted	193
Total registered	616
Turn out rate (193/616)	32%

f. **Website Calendar**

Clerk Eames reported that the website now has a new calendar.

8. **NEW BUSINESS**

a. **New Housekeeping Items.**

Peterson's Door repaired the overhead door on the Perch Lake Recycling Shed.

b. **Set up 2020 Road Inspection Tour**

Board members agreed to discuss a date at the April 13, 2020, meeting.

c. **Obtain Quotes for Mowing Roadsides.**

MOTION (Depre/Olson): To move ahead with requesting quotes for the mowing of roadsides this summer. Motion carried.

d./e. **Spring Short Course and Board of Appeal & Equalization.**

Clerk Eames reported that the Spring Short Course, previously scheduled for April 3, 2020, at the DECC, has been postponed until later in the year. The Board of Appeal and Equalization was still scheduled for April 22, 2020. (See Clerk for update.)

f. **Resident Complaint re Trucks on Twin Lakes Road Using Jake Brakes in Early Morning.**

Harms reported that resident Mark Wisneski had contacted him about trucks using their jake brakes on Twin Lakes Road early in the morning. Mark was not present to address the Board, but his wife Nancy was present. According to Nancy, Mark had complained to Carlton County Commissioner Dick Bremer, who called back and promised to have a sign installed when feasible in the spring.

10. **VISITOR COMMENTS.**

Seabury asked about repairs to Brookston Road, and Olson replied that it would be done this summer.

11. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 7:45 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair