

April 9, 2018

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

Motions are tagged in bold. Meetings are recorded to facilitate 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 present: Chair Gary Harms, Supervisor Steve Olson, Supervisor Tom DeLovely, Treasurer Cheri DeMenge, and Clerk Lora Eames.

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

MOTION (DeLovely/Olson): To approve the April 9, 2018, regular meeting agenda as presented. Motion carried.

3. **MINUTES.**

a. **MOTION (Olson/DeLovely):** To approve the March 12, 2018, regular minutes as recorded. Motion carried.

b. Harms acknowledged receipt of the March 13, 2018, Annual Meeting minutes. (The Township's electors will approve the minutes at the 2019 Annual Meeting.)

4. **TREASURER/CLERK REPORTS.**

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

Treasurer Cheri DeMenge reported an ending cash balance of \$332,002.79 for March, and the receipt of the \$5,000 SCORE Grant for the Recycling Shed.

MOTION (Olson/DeLovely): To approve the Treasurer's Report as presented with a cash balance of \$332,002.79 for the period ending March 31, 2018. Motion carried.

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

Clerk Lora Eames reported the following:

- A \$2,709 negative difference in March between receipts and disbursements; and
- The pending receipt of \$2,449.80 from the CAFD's quarterly reimbursement in April and approximately \$113,000 from property tax settlements in June or July.

(1) Receipts and disbursements:

SUMMARY OF RECEIPTS & DISBURSEMENTS			
	MAR 2018	YTD 2018	YTD 2017
Receipts	\$5,065	\$21,011	\$8,418
Disbursements	-7,774	-24,965	-22,272
Difference	\$-2,709	\$-3,954	\$-13,854

- (2) Operating budget to date:

SUMMARY OF 2018 OPERATING BUDGET TO DATE	
Projected Revenues	\$170,556
Revenues Received YTD	-21,011
Not Yet Received	\$149,545
Projected Expenses	\$167,564
Disbursements Made YTD	-24,965
Not Yet Spent	\$142,599

Eames noted that she has to adjust the 2018 projected budget expenses by approximately \$2,000 plus in order to accommodate the wage increases approved last month. (She plans to complete this task for next month's report.)

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

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

\$2,182.54	Claims #3865-#3867 from March 2018
4,048.97	Claims #3868-#3886 for April 2018
2,792.96	Payroll for April 2018
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\$9,024.47	Total

6. **REPORTS.**

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

Harms reported that Aaron Reeves, the Cloquet City Administrator, was present at the last meeting to discuss Cloquet's plans for the Members Cooperative Credit Union building (which the city plans to purchase). Reeves proposed the following:

- The MCCU building would make a good facility for the police department or the CAFD or other city offices; or
- The CAFD could remodel the buildings it shares with the police department or consider moving into city hall.

In addition, both Harms and Olson noted Reeves' statement that the CAFD's bonding request is not likely to pass this year. This view differs from that of Chief Schroeder and the lobbyist, who both remain hopeful about the bonding request.

Harms reported that CAFD Board members were "surprised" by Reeves' comments, and they have asked to meet with him in the near future.

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

Eames reported nothing new. She previously gave Town Board members copies of (i) Chair Fredrickson's updated newsletter, dated January 11, 2018, which was distributed at the Annual Meeting and (ii) the list of questions she emailed to Fredrickson after the Annual Meeting. The BLASD Board had not met since its March 8th regular meeting (so no new minutes). The next meeting is April 12, 2018, 6:30 p.m.

c. **Road and Bridge**

DeLovely reported the presence of mud and deep ruts everywhere. In addition he commented on the County's Annual Bridge Inspections Report for 2017 concerning the Ditchbank Road Bridges 96279 and 09515.

- The report's content is the same as the year before.
- The Township has already purchased two big culverts for the second bridge on Ditchbank Road. (DeLovely will install the culverts this spring.)
- The County Engineer will have to review the first bridge as a potential state aid bridge, which will be replaced with concrete. This one was originally built by the Department of Natural Resources (DNR).

7. **OLD BUSINESS**

a. **Old Housekeeping Items.**

- (1) Charges for building rental damages or violations

Harms reopened last month's discussion regarding the rental of facilities and how the township should handle damages. Board members agreed not to return to the practice of requiring upfront damage deposits. Instead, they asked the Clerk to add a statement to the rental agreement which says that renters will be responsible for damage and assessed accordingly.

b. **Contracts.**

- (1) Tom DeLovely contracts

Board members signed the contracts approved last month:

- Contract for grading, brushing, and equipment.
- Contract for loading and hauling Township-supplied Class 5 and pit run gravel.

- (2) Jerry Telker contract (mowing roadsides)

MOTION (DeLovely/Olson): To approve the quote of \$1,294 received from Jerry Telker of Jerry's Roadside Mowing, LLC, 94102 Telker Road, Sturgeon Lake, for 2017 mowing of roadsides. Motion carried.

Board members agreed that they will seek additional quotes next year.

- (3) Al Soukkala proposal

Board members have previously discussed the need to have someone do building maintenance and mowing. Al Soukkala, a contractor who has previously completed projects for the town, suggested that he and his wife could do the work. Al charges \$50 an hour for projects, and his wife Barbara charges \$50 an hour for mowing.

Recently, Soukkala communicated with Eames while he was out of state, and raised concerns about upfront costs - (i) adding his wife to his insurance, since his insurance company would consider her as his employee; and (ii) having to pay a higher premium to increase his insurance to \$1.5 million. (The Town's insurer requires it to require its contractors to carry \$1.5 million per occurrence.)

After some discussion, Board members agreed that they could (i) hire Al's wife as an employee to mow at \$15 per hour; and (ii) have Al perform a number of tasks in one day without requiring a contract (and increased insurance). They deferred action until next month when the Soukkalas return.

c. **Status of Nuisance Ordinance**

Harms recalled that the previous discussion about a nuisance ordinance was tabled by electors at the Annual Meeting, pending the receipt of additional information on cost and enforcement.

Soon after the Annual Meeting, Eames and Harms spoke with Troy Gilchrist, the Town's Attorney, by phone. He advised the Township as follows:

- (1) After the electors have passed the enabling resolution:
 - Make a separate animal ordinance.
 - Make a separate ordinance for smaller nuisances, such as the abuse of recreational fire pits, noise, or other miscellaneous "environmental" issues.
- (2) Avoid making a separate ordinance for building demolitions, since a local ordinance could conflict with the state law.

Highlights of the demolition discussion included:

- The Clerk described the steps involved for a building demolition, which includes having a court authorize the town to demolish the building. Fire Chief Schroeder can provide a report (no charge to the township) as input for the court's consideration.
- Olson reported that costs for demolitions for tax-forfeited properties could run between \$6,000 and \$10,000 per building.
- DeLovely expressed concern that the Township could pay thousands of dollars upfront to demolish a building and not be able to recover the costs via assessments for years.

Olson mentioned that having residents call the Department of Natural Resources or Fire District could end up costing the offender and deterring future events.

Board members agreed to consider additional information next month.

d. **Reminder of Board of Appeal and Equalization Meeting.**

Board members discussed the upcoming Board of Appeal and Equalization, scheduled for 10:00 a.m., Wednesday, April 18, 2018, and answered questions from a resident.

8. **NEW BUSINESS**

a. **New Housekeeping Items**

- (1) Maintenance of parking lot.

MOTION (Olson/DeLovely): To approve the posting/publishing of a notice requesting quotes to sealcoat and crackseal the public parking lot at Perch Lake Town Hall. Motion carried.

b. **Discussion/Action on Newsletter**

Harms presented a draft newsletter, citing the need to use another method of communicating with residents. Eames distributed copies of the newsletter typed from Harm's original document. Board members reviewed that draft newsletter, provided suggestions for content and distribution, and asked the Clerk to return in May with a final draft for approval.

c. **Report, MAT's Summer Short Course at DECC on April 6, 2018.**

Those who attended the MAT course at the DECC were satisfied with the new venue, but had mixed comments about the training. Harms commented that the supervisory training lacked substance and instructors. Eames and DeMenge noted that their training keeps them in sync with the latest laws and best practices. Olson checked out the MAT website for ordinances.

Board members agreed that someone should attend the MAT training - "Town Law Review" - to be held April 19, 2018, in Burnsville. Olson expressed an interest and willingness to attend.

d. **Annual Road Inspection.**

Board members delayed setting a date for the road inspection until the weather changes.

9. **VISITOR COMMENTS.**

None.

10. **ADJOURNMENT.**

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

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair