

**May 13, 2019**

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

**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 May 13, 2019, regular meeting agenda as presented.  
Motion carried.

**3. REVIEW AND APPROVAL OF MINUTES.**

**MOTION (Depre/Olson):** To approve the April 8, 2019, regular minutes as recorded.  
Motion carried.

**4. REVIEW AND APPROVAL OF 2019 ROAD INSPECTION TOUR**

The supervisors and Road Foreman DeLovely inspected Township roads on April 20, 2019. Olson compiled the results in a survey form.

**MOTION (Olson/Depre):** To approve the April 20, 2019, Road Inspection Tour Survey with the following corrections:

- Change "stripping" to "striping"; and
- Add crackpatching/cracksealing to Brower Drive, Homestead Road, Lyndhurst Bay Drive, Magney Drive, and Hardwood Lake Road.

Motion carried.

**5. TREASURER/CLERK REPORTS.**

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

Treasurer DeMenge provided a report for the month of April.

**MOTION (Olson/Depre):** To approve the Treasurer's Report as presented with a cash balance of \$341,866.47 for the month ending April 30, 2019. Motion carried.

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

Clerk Eames reported the following:

- \$7,296 in receipts and \$11,340 in disbursements for April, resulting in a \$4,044 negative difference;
- A \$15,454 negative difference year-to-date; and
- A negative difference one year ago at this time.

Eames reported that the Township can expect to receive approximately \$114,071 in July from the County for property tax settlements.

Eames also provided the following budget report:

<b>2019 OPERATING BUDGET TO DATE</b>	
Projected Revenues	\$170,168
Revenues Received YTD	-22,726
Not Yet Received	\$147,442
Projected Expenses	\$171,274
Disbursements Made YTD	-38,180
Not Yet Spent	\$133,094

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

**MOTION (Depre/Olson):** To approve payment of the following claims for payment:

\$1,272.90	Claims #4108 - \$4111
\$8,337.20	Claims #4086 - #4127
\$2,969.80	Regular payroll
<u>\$12,579.90</u>	Total

Motion carried.

7. **REPORTS.**

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

Chair Harms reported that CAFD Fire Chief Kevin Schroeder plans to retire in June 2020; therefore, the Board will create a "succession" plan in for his future replacement.

Harms and Olson discussed the CAFD Board retreat which they attended on May 7, 2019, at the Black Bear Casino. Harms commented that it was productive. As a side note, he commented that board members appear to be divided on the pursuit of a new facility. Olson reported that Roger Waters, the new CAFD Training Administrator, is experienced in fire administration and has called for better leadership for paid-on-call staff.

Resident Kurt Besser asked if the CAFD Board still considering a new fire hall? Harms responded that the Board approved some predesign and planning for the new facility in 2017, but since then, they have not been able to secure funding at the Legislature. (However, the technical language to clarify the District's ability to bond and secure debt was still in play as of the date of this meeting.) The CAFD Board is divided on the issue of new construction. (Harms is opposed to new construction at this time.) Meanwhile, the District has put about \$250,000 into repairs in the current building.

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

Supervisor Depre stated that there was not much to report. There has been no movement on the JPA (joint powers agreement). The District has been trying to get the FDL Reservation Business Committee to sign the JPA to get the money and project moving ahead. He referred interested persons to the May 10, 2019, article in the Pine Knot, "Big Lake Sewer Plan Remains at an Impasse."

The BLASD Board has sent one more letter suggesting that it be allowed to separate from the original JPA and move ahead with something.

c. **Road and Bridge.**

(1) Bridge Report

Supervisor Olson discussed the 2018 Annual Bridge Report, dated April 23, 2019, and received from Jack Jacobson, County Bridge Supervisor. Olson summarized the report's findings and recommendations.

- (a) Bridge on Township Road 421 (first bridge on Ditchbank Road).  
Repair wing walls and replace missing and damaged signs.
- (b) Bridge on Township Road 535 (second bridge on Ditchbank Road).  
The report showed that DeLovely had replaced the rusted culverts.  
Replace missing signs.

Olson checked with County Transportation regarding the status of signs requested by the Township in 2017 after a sign inspection tour. He found that the signs were available, but not installed due to the County's other priorities. Harms suggested having DeLovely install the signs if the County has not done so within 3 or 4 months.

(2) Calcium Chloride (Item 9-b) and Driveway Permits (Item 9-c).

(3) Miscellaneous

Olson reported the following:

- Someone from Lakeview Drive called to say that the culvert had backed up. The culvert did not thaw, so DeLovely had the County come and steam it.
- County Transportation called about grading on Bergman Road and DeLovely took care of it.
- An April 29, 2019, email reporting that the culvert on Ditchbank Road had water running on top of it. (It was likely frozen.)
- County Transportation inquired about Weinberg Road. The Town abandoned this road in the 1990s.
- Someone called regarding pine branches on Pine Grove Drive. DeLovely responded, but also advised the Board that he should trim growth way back.

8. **OLD BUSINESS**

a. **Old Housekeeping Items**

- (1) Chair Harms reported that Al Soukkala marked the parking lanes in front of the Town Hall, moved and stabilized the handicap parking signs, and installed the new "Township Staff Only" sign. In addition, Soukkala cleaned gutters, installed floodlights over the building letters, and cleared the parking lot with a broom and blower.

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

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

Harms reported that McPhail stopped by the recycling shed on April 24, 2019, to discuss the fallen building. McPhail was anxious to cooperate with the town to demolish the building, but had to find someone to do the job. Harms suggested Al Soukkala, but after an onsite visit, Soukkala declined to take the project. DeLovely suggested Matt DeCaigny. Harms will contact McPhail with this new suggestion.

c. **Comments on CCATO (Carlton County Association of Township Officers) Meeting held April 23, 2019, Transportation Building.**

Attendees reported that the County Sheriff Lake discussed the construction of a new jail. The County is in the predesign phase, with no costs attached. They hope to have a preliminary estimate within one month, and hope to fund this project with a 1/2 % sales tax and sunset.

Enbridge would like to take water out of Chub Lake to clean the pipeline system. Those present expressed opposition to the idea. Besides, Enbridge has other options.

9. **NEW BUSINESS**

a. **New Housekeeping Items.**

Building Caretaker Pat Anderson reported that the new vacuum cleaner is not working properly. She will have someone check it out.

b. **Approve Order for Calcium Chloride**

Calcium chloride is used for dust control on township roads.

**MOTION (Olson/Depre):** To approve the purchase of 7,728.60 gallons of liquid calcium chloride from Carlton County at a cost of \$1.30 per gallon, for a total of \$10,047.18. Motion carried. (Last year's cost was a \$1.20).

c. **Approve Driveway Permits**

**MOTION (Olson/Depre):** To approve the following access or driveway permits:

- PERMIT NO. 19-01 Jon and Cindy Ketola - Simian Creek Drive
- PERMIT NO. 19-02 Kyle and Heather Young - Pine Grove Drive

Motion carried.

d. **Approve Request for Quotes (RFQ) for Crackpatching/Cracksealing.**

**MOTION (Depre/Olson):** To authorize a process for the 2019 Request for Quotes (RFQ) for Crackpatching/Cracksealing Township Roads, to include:

- An RFQ form as refined by Olson and Eames with the following items:
  - Project to be finished by September 30th.
  - A specified list of roads.
  - Use of linear feet and specs.
  - Some details on specs, based on State Code.
  - Contractor list.
- Posting at the usual sites and published once in the newspaper.

Motion carried.

e. **Discussion/Approval of Changes in Procedures to Be Compliant with Law**

(1) **Signing of checks.**

Clerk Eames explained that the Town Board must change its current procedure for signing checks. Both Minnesota Statute 367.18 and the Office of the State Auditor require that checks be signed by the Treasurer, Chair, and Clerk.

**MOTION (Depre/Olson):** To approve a change in procedure for signing checks: Only the Chair, Clerk, and Treasurer will sign checks. The Vice-Chair may sign checks in the absence of the Chair. Motion carried.

(2) Retention Schedule

**MOTION (Olson/Depre):** To approve Resolution No. 19-010, amending Resolution No. 008-001 and the Township's Retention Schedule to allow the disposal of the Clerk's recordings of regular meetings after minutes have been approved. Motion carried.

f. **Discussion/Approval of County Contract for Striping.**

**MOTION (Depre/Olson):** To approve the inclusion of the following roads in Carlton County's contract for striping, at a total cost of \$2,708.31: Magney Drive, Maple Drive, and Pine Grove Drive. Motion carried.

10. **VISITOR COMMENTS/ QUESTIONS.**

- (a) When will the Big Lake Road be resurfaced?  
Depre responded that the Big Lake Road is scheduled to be redone in 2021 as part of a bigger project to include Mission Road. The project funding includes federal dollars.
- (b) Was there a settlement between Enbridge and the FDL Reservation?  
The FDL and Enbridge came to an agreement concerning the Line 3 Replacement. Enbridge will now go through the FDL Reservation. The terms of the agreement are unknown.
- (c) Harms raised the Clerk's concern that Eric Carlson, the Township's contractor for mowing roadsides, does not have the \$1.5 million per occurrence in insurance as required by Minnesota Association of Township Insurance Trust, the Township's insurer. Carlson has \$1.0 million per occurrence. After some discussion the Board suggested that the Clerk forward Carlson's insurance certificate to the insurer to see if they would accept it.

11. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:10 p.m.

Respectfully submitted,

Approved by Town Board

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Lora Eames, Clerk

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Gary Harms, Chair