

May 14, 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. Also, he announced closure of the RFQ (Request for Quotes) for sealcoating and cracksealing the parking lot.

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 (Olson/DeLovely):** To approve the May 14, 2018, regular meeting agenda as presented. Motion carried.

3. **MINUTES.**

a. **MOTION (DeLovely Olson):** To approve the April 9, 2018, regular minutes as recorded. Motion carried.

b. **MOTION (Olson/DeLovely):** To approve the April 18, 2018, Board of Appeal and Equalization minutes. Motion carried.

4. **TREASURER/CLERK REPORTS.**

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

Treasurer Cheri DeMenge reported an ending cash balance of \$327,208.89 for April.

**MOTION (Olson/DeLovely):** To approve the Treasurer's Report as presented with a cash balance of \$327,208.89 for the period ending April 30, 2018. Motion carried.

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

(1) Clerk Eames provided an update on the Township's effort to obtain its share of civil and traffic fines. The Township has completed all required paperwork; and has been assigned an ORI (Originating Agency Identifier) Number. It will take additional time for the State to add Perch Lake Township to the Minnesota Court Information System (MNCIS). Other townships are going through the same process.

(2) Clerk Eames reported the following:

- A \$4,794 negative difference between receipts and disbursements.
- The receipt of the CAFD (Cloquet Area Fire District) check of \$2,449.80 for first quarter reimbursement of Station 2 costs.
- The potential receipt of approximately \$113,000 from property tax collections, sometime in June or July.

<b>SUMMARY OF RECEIPTS &amp; DISBURSEMENTS</b>			
	APRIL	YTD 2018	YTD 2017
Receipts	\$2,505	\$23,516	\$20,096
Disbursements	<u>-7,299</u>	<u>-32,264</u>	<u>-31,802</u>
Difference	\$-4,794	\$-8,748	\$-11,706

(3) Operating budget to date:

<b>SUMMARY OF 2018 OPERATING BUDGET TO DATE</b>	
Projected Revenues	\$170,556
Revenues Received YTD	<u>-23,516</u>
Not Yet Received	\$147,040
Projected Expenses	\$170,812
Disbursements Made YTD	<u>-32,264</u>
Not Yet Spent	\$138,548

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

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

\$ 452.23	Claims #3887 and #3888 from April 2018
7,839.72	Claims #3889 through #3904 for May 2018
75.00	Claim #3905 Hope Parks Refund
<u>2,867.62</u>	Payroll for April 2018
\$11,234.57	Total

6. **REPORTS.**

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

Harms reported that the CAFD's Building Committee met with Cloquet City Administrator Aaron Reeves. Reeves recently announced that the City of Cloquet had purchased the vacant Members Cooperative Credit Union building, and that the city will move its city hall and police offices there. The old city hall on Cloquet Avenue will be left vacant for now.

Harms reported that Reeves has suggested that the CAFD could move to the old city hall. However, CAFD Board members think that the building will not be large enough, even with grants; but are conducting a preliminary analysis of the site.

As of the date of these minutes, the CAFD Board (i) was waiting to hear on its bonding request before the State Legislature; and (ii) had put the Building Committee meetings with the architects and engineers on hold.

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

Town Clerk Eames distributed the BLASD's minutes from March 8, 2018, and Chair Fredrickson's answers to questions raised at the Town's Annual Meeting. Town Chair Harms commented on that the project had become unaffordable for many District residents.

Eames reported that she attended two District meetings, one on April 12 and one on April 19. At the April 12th meeting, BLASD Board members reported (i) that they have had to help new FDL RBC members "get up to speed" on the sewer project; (ii) that the FDL has still not approved the JPA (Joint Powers Agreement); (iii) that Reid LeBeau, the lobbyist, is no longer contracted with the BLASD; and (iv) that the BLASD Board is working on getting an extension for the \$4.5 million, 2014 funds. At the April 19th special meeting, they approved three special appropriation resolutions for the Minnesota Public Facilities Authority.

c. **Road and Bridge**

Road Supervisor DeLovely reported that the water table is still high on the Ditchbanks. Both he and Harms conducted an inspection of roads on May 5, 2018. They selected the following roads for crackpatching and sealing: Lakeview, Lyndhurst Bay, Maple, Pine, and Salmi.

7. **OLD BUSINESS**

a. **Old Housekeeping Items.**

None.

b. **Review and Approval of Quotes for Sealcoating and Cracksealing Parking Lot.**

Chair Harms announced that the Board received quotes from two vendors:

<b>RESULTS OF REQUEST FOR QUOTES (RFQ)</b>			
<b>Sealcoating &amp; Cracksealing Perch Lake Town Hall Parking Lot</b>			
Contractor	Quote for 15,800 Square Feet		
Kiminski Paving, Inc. (Cloquet)	\$2,960	Total	
SealTech (Cambridge)	\$2,500		
	\$410	Option 1 - Rout and Seal*	
	\$385	Option 2 - Clean and Fill*	
	<hr/>	\$3,295	Total

\*See description for Option 1 and Option 2 on file.

Supervisors reviewed both quotes and determined that SealTech, Inc., with its application of two coats and Option 1 and Option 2, was the best value. They noted that it will take 24 to 36 hours for the parking lot to dry, and that someone will have to coordinate with CAFD Chief Kevin Schroeder to move the fire trucks.

**MOTION (Olson/DeLovely):** To contract with SealTech, Inc., to seal and crackseal the Perch Lake Town Hall parking lot, based on its quote of \$3,295 for approximately 15,800 square feet, to include Option 1 and Option 2. Motion carried.

c. **Review and Approval of Building Maintenance Options**

**MOTION (DeLovely/Olson):** To hire Al Soukkala for maintenance services as needed at a rate of \$50 per hour for specific projects. Motion carried.

**MOTION (Olson/DeLovely):** To hire Barbara Soukkala as an employee to mow grass for the Perch Lake Town Hall as needed at a rate of \$15.00 per hour. Motion carried.

d. **Status of Nuisance Ordinance**

(1) Big Lake Store Demolition

Chair Harms reported that he received a call from Jason Johnson, owner of the Big Lake Store, who claimed that he will have a bid to demolish the building in two weeks. Harms favored giving Johnson more time before taking steps to have a court authorize the demolition. Eames discussed Town Attorney Gilchrist's email of April 20, 2018, in which he outlined the steps necessary to have a court authorize the demolition. Board members discussed other neglected buildings in the Township; and Harms suggested deferring action on anything until next month.

(2) Animal Control Issues

Olson distributed some information from the FDL animal ordinances. Recently, Olson received two calls about a major dog problem on Brower Drive. One was from a conservation officer who enforces the ordinance on FDL properties. The officer could not do anything on Brower Drive, since there were no FDL properties. The other caller was the upset propertyowner.

Olson suggested that the Board adopt an ordinance similar to the FDL, and then contract with the FDL to enforce it. One issue is the cost of boarding animals pending further action.

Harms explained that this situation is not the same as with building demolitions. The Town must first adopt an ordinance before it can enter into a contract with the Fond Du Lac for animal control. Board members discussed the idea of reaching out to the FDL, to see if they would be interested in helping the Town enforce a viable animal control ordinance if it passed one.

(3) Burning Issues

Harms advocated for action on this issue, simply because the worst offenders seem oblivious to their neighbors' concerns and persist even when fined by the Cloquet Area Fire District.

e. **Report from Steve Olson, Re "Town Law Review," April 19, 2018, Burnsville.**

Olson provided a brief report, selecting a few topics of interest to the Township:

- Public cemeteries abandoned for over ten years become the property of the local government. (Perch Lake Township Cemetery on Twin Lakes Drive is still actively managed by a sexton and board.)
- Townships which pass ordinances have challenges: (i) providing for inspections and costly enforcement; and (ii) finding prosecuting attorneys willing to take up a case.

f. **Report from Attendees of CCATO (Carlton County Association of Township Officers) Meeting, April 24, 2018, County Transportation**

Officers who attended the meeting reported that the County is:

- Reviewing sites for an opioid treatment center.
- Joining other counties in a lawsuit against opioid manufacturers.
- Having the new County Engineer attend Township meetings.
- Conducting a study for a proposed new jail.

g. **Review/Approval of Newsletter**

Board members discussed the final draft of the first newsletter to be mailed to approximately 400 households. Then, they approved the document with minor corrections and changes.

**MOTION (Olson/DeLovely):** To approve the distribution of the revised 2018 Perch Lake Township Newsletter (spring issue) to community residents. Motion carried.

8. **NEW BUSINESS**

a. **New Housekeeping Items**

None.

b. **Review/ Approval of Liquid Calcium Chloride.**

**MOTION (DeLovely/Olson):** To approve the purchase approximately 8,323 gallons of liquid calcium chloride from Carlton County at a cost of \$1.20 per gallon, for approximately \$9,987.60. Motion carried.

c. **Request Quotes for Road Maintenance Work, Based on Road Inspection Tour.**

**MOTION (DeLovely/Olson):** To approve the results of the 2018 Road Inspection Tour. Motion carried.

**MOTION (Olson/DeLovely):** To publish and post an RFQ (Request for Quotes) for the crackpatching and cracksealing of Township roads based on the 2018 Road Inspection Tour. Motion carried.

d. **Minnesota Revenue Notice: Big Lake Golf Course Liquor License Revocation.**

Clerk Eames advised Board members of a letter from Minnesota Revenue, which instructed the County Auditor to revoke the liquor license for the Big Lake Golf Course. Eames has heard from others that the business will remain open for golf only.

e. **Summer Short Course.**

Clerk Eames reminded Board members that she must pre-register those planning to attend the Summer Short Course, 1:00 p.m. to 5:30 p.m., Thursday, June 28, 2018, at the DECC. All Board members planned to attend.

9. **VISITOR COMMENTS.**

Residents discussed miscellaneous items with Board members.

10. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:15 p.m.

Respectfully submitted,

Approved by Town Board

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Lora Eames, Clerk

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Gary Harms, Chair