

June 8, 2020

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

1. CALL TO ORDER AND ROLL CALL

Chair Gary Harms opened the meeting at 7:00 p.m. with a roll call.

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

Contractors: Tom DeLovely, Road Foreman, Susan Seabury (Newsletter).

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Depre/Olson): To approve the June 8, 2020, regular agenda as presented with minor changes
Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Olson/Depre): To approve the May 11, 2020, regular minutes as recorded.
Motion carried.

4. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report.

Treasurer Cheri DeMenge provided the Treasurer's Report for the month of May.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$360,127.75 for the month ending May 31, 2020. Motion carried.

b. Informational Clerk's Budget Report.

Clerk Lora Eames provided a report on expected revenues and the operating budget for the month of May.

(1) Clerk Lora Eames reported that the Township can expect the following significant revenues in the next couple of months:

- June - \$1,808.72 from the State for reimbursement of expenses for the Presidential Primary Election held earlier this year.
- July - approx. \$111,200, property tax settlements from 2019 Levy.

(2) Monthly status of Operating Budget

OPERATING BUDGET 2020

Projected Revenues	\$171,471
Revenues Received YTD	<u>-25,153</u>
Not Yet Received	\$ 146,318

Projected Expenses	\$181,520
Disbursements Made YTD	-42,705
Under Budget YTD	<u>\$ 138,815</u>

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

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

\$1,097.91	Late claims list for May:	Claim #s 4323-4325
19,654.03	Regular claims list for June:	Claim #s 4326-4341
2,684.00	Regular payroll for June	
<u>\$23,435.94</u>	Total	

5b. **DISCUSSION OF PROPOSED VARIANCE #320011: FRANCKOWIAK**

Robert Franckowiak, 2957 Hardwood Lake Road, PIN 92-010-0510
Hearing: Tuesday, June 16, 2020

The County’s notice listed the variance request as follows: “Construct a nonconforming addition onto a dwelling. The dwelling will be considered nonconforming with the construction of the addition, as it will not meet the required setback from the road centerline.”

Franckowiak addressed the Town Board, explaining that the County had encouraged him to seek Board support for his variance request. After some discussion, the supervisors found that the variance would not interfere with snowplowing and they voted to support Franckowiak’s request.

MOTION (Depre/Olson): To send a letter of support regarding Robert Franckowiak’s Variance Request #320011 to Jack Ezell, Chairman, Carlton County Board of Adjustment. Motion carried.

5c. **CONSIDERATION OF RENEWAL OF LIQUOR LICENSE: WILLIAM JASKARI**

After some discussion, the supervisors voted to approve Jaskari’s request for renewal and pass this approval on to the County Board of Commissioners.

MOTION (Depre/Olson): To approve a recommendation to the Carlton County Board of Commissioners for the renewal of the liquor license for William Jaskari, owner of the “Lounge on Big Lake Shores,” for the period of July 1, 2020, through June 30, 2021. Motion carried.

6. **REPORTS.**

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

Chair Harms announced that the CAFD Board has offered the District Chief position to George Esbensen, the former Chief of Eden Prairie. Board members will meet with Esbensen on Wednesday to resume negotiations on his contract. Alternate Steve Olson will attend in Harms’ place. Harms noted that the board was not unanimous in its support of Esbensen.

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

Supervisor Depre reported that he had nothing new to report. The District has suspended its operations; however, it continues to exist as a legal entity.

Depre asked for permission to speak with a Pine Knot news reporter who had left a message regarding the next step for the BLASD and the County; and supervisors agreed that Depre should return the call.

Depre reported that he contacted Heather Cunningham, the Administrator of Zoning and Environmental Services, to see what the County planned for the enforcement of noncompliant systems within the District. Cunningham discussed her plan to address the County Board in October or November and obtain approval for a motion to contact noncompliant owners. These are propertyowners who have sold their properties or have holds on permits. They will have two years to reach compliance. The County will not be checking every septic system.

Depre offered a question for consideration: Does the District have any role to play in helping noncompliant properties become compliant, or should the District disband and turn that over to the County? The supervisors did not discuss an answer to the question, but Depre noted that this question can be raised with the County later.

c. **Road and Bridge.**

(1) Supervisor Olson reported that:

- Scott Baker, the County Traffic Services Coordinator told Olson about two items – overdue signage and the striping of paved roads. Baker told him that the signs are coming, and the striping should start about the middle of June.
- Sinnott Blacktop completed the cracksealing on Jarvinen Road.
- Someone on Bob’s Drive called to discuss the road’s right-of-way width. Bob’s Drive is platted as 66 feet wide. The caller will likely need a variance for construction of a sewer, but Olson mentioned that the Town does not require a 66-foot-wide right of way.

(2) Road Foreman Tom DeLovely reported that he had laid Class 5 and that the County contractor had laid calcium chloride.

7. **OLD BUSINESS**

a. **Old Housekeeping Items**

Gary mentioned that the new handicapped toilets and faucets are now in place.

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

(1) **Background:**

On March 10, 2020, the Annual Meeting electors approved a resolution authorizing the Town Board to develop an ordinance regulate town road rights-of-way. Then, on March 16, the Board tabled a motion to have the Town’s attorney draft an ordinance in order to give them time to review a sample ordinance attached to the resolution. On April 13, 2020, they tabled the motion again to give Olson time to consider language for driveway permits.

(2) **At the meeting of June 8, 2020:**

After some discussion, the supervisors voted to hire the Town's attorney to prepare an ordinance.

MOTION (Olson/Depre): To engage the Town's Attorney Troy Gilchrist (Kennedy & Graven, Chartered) to develop an ordinance to regulate town road rights-of-way; and to forward the following documents.

- Elector Resolution 20-001, passed at the March 10, 2020, Annual Meeting; and
- County policies for mailboxes and driveways (downloaded from website.)

Motion carried.

c. **Draft Spring Newsletter.**

After some discussion, the supervisors approved the draft newsletter with minor changes.

MOTION (Olson/Depre): To approve the content of the draft newsletter with minor changes; and to authorize its distribution within the next two weeks. Motion carried.

8. **NEW BUSINESS**

a. **New Housekeeping Items**

None.

b. **Consideration of liquor license**

Moved to 5c.

c. **Approve Election Judge List and Compensation and Mileage**

Clerk Eames presented a list of judges for approval. After some discussion, Board members approved the Clerk's recommended list with the appropriate compensation and mileage.

MOTION (Depre/Olson): To approve the Clerk's recommended list of election judges, dated June 8, 2020, and to authorize compensation at a rate of \$15/hour for judges and \$16/hour for head judges, and mileage (if applicable). Motion carried			
---	--	--	--

Pat Anderson	David Eames	Mae Nelson	Nancy Wisneski
Kyle Ashcroft	Lora Eames	Roberta (Bobbie) Nelson	
Cheri DeMenge	Cindy Molstad	Jeannette Olson	

d. **Discussion of Proposed Variance: Robert Franckowiak.**

Moved to 5b.

e. **Discussion: Recording Surveyed Roads.**

(1) **Background**

On October 14, 2019, the Town Board approved a contract with Straightline Surveying to develop legal descriptions of specified township roads. Straightline has since completed its work and submitted a claim for payment (which was approved).

(2) **Discussion and Action**

Board members had received the following document in their packets: "Recording Town Roads, Responding to the Wabedo Decision," by Troy Gilchrist. This document had been downloaded from the website of the Minnesota Association of Townships.

After some discussion, Board members agreed that they should hold a public hearing before asking an attorney to do anything with the recording documents. Supervisor Olson referenced the MAT document and determined that they were now at Step 4 of the Appendix A Worksheet on page 11. Consequently, Board members decided to hold a public meeting at 7:00 p.m., Monday, July 27, 2020, for residents of all the roads involved. They did not pass a resolution to hold a public hearing.

f. **Discussion: Brushing Request from County.**

Marie Kinghorn, Carlton County Transportation, had submitted a brushing request from the operator who grades and plows snow on Township roads.

MOTION (Olson/Depre): To have the Township contractor Tom DeLovely perform the additional brushing tasks requested by the County Transportation in its email to the Township, dated April 27, 2020. Motion carried.

g. **Variance Requests.**

Board members discussed the following variance requests to be considered by the County Board of Adjustment at a public hearing on June 16, 2020. Supervisor Depre was waiting for information he had requested from the County. Based on available information, he was not likely to oppose the Werners' request.

Name	Request	Address	PIN Nos.
Robert Walton	Replace foundation	3290 Welter Dr.	92-010-03680
William & Lorri Werner Carla Werner	Combine septic for two properties	3202 Bob's Dr. 3204 Bob's Dr.	92-050-0630, 0640, 0660 92-010-4067, 4068

10. **VISITOR COMMENTS.**

Resident Susan Seabury asked when the County will do Brookston Road. Olson replied that the project will start this year in 2020.

11. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:00 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair