

June 13, 2022

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

1. CALL TO ORDER AND ROLL CALL

Chair Gary Harms opened the June 13, 2022, regular meeting at 7:00 p.m. with a roll call. Supervisor Keith Depre hosted the meeting on Zoom.

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

Contractor: Tom DeLovely (Foreman)

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Depre/Olson): To approve the June 13, 2022, agenda with two changes:

- Removal of 8-b: Review Quotes for Sewer Evaluation/Fuel Tank Removal.
- Addition of 9-e: Board of Adjustment Hearing: Johnson Variance.

Motion carried.

3. RECEIPT/APPROVAL OF MINUTES

MOTION (Olson/Depre): To approve the May 9, 2022, regular meeting minutes as recorded.

Motion carried.

RECEIVED: June 2, 2022, ARPA (American Rescue Plan Act) Committee Meeting notes.

4. SPECIAL CORRESPONDENCE:

Clerk Eames reported that she plans to serve as an election judge in the 2022 election on a voluntary basis, without compensation; therefore, her letter complies with Minnesota Statute 204B.31, Subdivision 2. No Board action is required.

5. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report

Treasurer Cheri DeMenge provided the Treasurer's Report for May 2022.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$466,246.68 for the month ending May 31, 2022. Motion carried.

b. Informational Clerk's Budget Report.

(1) Clerk Eames reported that Perch Lake Township should receive the following deposits in June or July:

- July– \$56,000 to \$61,000 in ARPA (American Rescue Plan Act) funds.
- June-July– approx. \$113,000 in property tax settlement funds (based on last year's receipts).

(2) Monthly Operating Budget for May 2022

Projected Revenues	\$194,367
Projected ARPA \$	61,000
Revenues Received YTD	<u>-31,138</u>
Not Yet Received	\$224,229
Projected Expenses	\$396,712
Disbursements Made YTD	<u>-69,964</u>
Under Budget YTD	\$326,748

6. REVIEW AND APPROVAL OF CLAIMS FOR PAYMENT

The supervisors approved the following claims for payment:

a. Regular Claims

MOTION (Depre/Olson): To approve payment of regular claims for June 2022.
Motion carried.

\$1,764.16	Late claims list for May: Claim Nos. #4689-#4692
11,881.42	Regular claims list for June 1-June 30: Claim Nos. #4693-#4703
998.43	Employee payroll for June 2022
2,694.13	Regular payroll for June 2022.
<u>\$17,338.14</u>	Total

b. American Rescue Plan Act (ARPA) Claims.

Clerk Eames had no list for approval.

7. REPORTS.

a. Cloquet Area Fire District (CAFD).

Chair Harms reported that the CAFD Board has begun working on the 2023 Budget. He has nothing new to report.

b. Big Lake Area Sanitary District (BLASD)

Supervisor Depre had nothing new to report.

c. Road and Bridge.

(1) Foreman Tom DeLovely activities:

Delovely replaced culverts on Reponen and Ditchbank Roads. In addition, he tried to dig out beavers on Strand Road. (Some died, but one is still active there.)

(2) Supervisor Olson reported that he:

- (a) Met with the County Surveyor and Contractor (Omar) on May 11, 2022, after the surveyor marked the clearing for Watkins Spur. The surveyor suggested that they could swap 200 feet of ditch on the downhill side or south side of the road

for more clearing. Omar was okay with it; then, one week later, he wanted to charge more for the clearing. Olson asked Omar to put all requests in writing. If the Town Board decides to pay for additional clearing, it will cost \$930.

- (b) Received an email from the County Emergency Manager asking Townships to check for storm damage. Olson toured the township and found the damage was minor. Ditches were full.
 - (c) Sheryl Wick called, stating that a snowplow tore up her lawn. Olson was unable to verify damage since it was so old.
 - (d) Worked with Chris Anderson, Watkins Spur, who had concerns with his sewer which froze and broke a pipe this past winter. Anderson has contracted with Omar to fix the sewer. In addition, Anderson finally had his shed removed.
 - (e) Received a call from the County regarding a tree down on Reponen; Olson took care of the tree himself.
 - (f) Received an email about a missing STOP sign on Lakeview and Mission. He has not checked the site but emailed the Sign Shop for follow-up.
 - (g) Checked to see if the FDL's TERO (Tribal Employment Rights Ordinance) fee is applicable to the Township's Watkins Spur Project. He found out that the TERO fee applies to projects over \$250,000; so, the fee would not apply to the Watkins Spur Project of \$66,276.
 - (h) Discovered an invasive species, Japanese Knotweed, on Watkins Spur. He told Omar (the contractor) to avoid touching stem pieces since the weed can reestablish elsewhere. Will Bomier, County Transportation, informed everyone that the FDL will come in after construction season to eradicate the weed.
 - (i) Received a call from Mary and Frederick Johnson, 3259 Watkins Spur, wondering why they needed a culvert at the entrance. (They have a second driveway with a culvert in there.) Olson emailed Greg Thompson, the designer to answer her questions.
- (3) Other:
- (a) Supervisor Depre reported that Bob's Drive flooded again (since last month) Olson responded that the culvert for that road is on order.
 - (b) Signs on Maple Drive

Harms brought this item up early on the agenda. Olson reported a complaint that the residents of 3156 Maple Drive have been parking on the road. Dale Soukkala and John Peterson, both nearby residents, spoke with Olson. The house is a rental with many persons living there. After some discussion, the supervisors deferred discussion until later in the agenda.

8. OLD BUSINESS

a. Old Housekeeping Items

None.

b. **Review of Quotes for Sewer Evaluation and Removal of Fuel Tank.**

Chair Harms reported that he is waiting for additional information; therefore, he wished to delay making a recommendation until next month.

c. **American Rescue Plan Act Update and Committee**

- (1) Eames had no new updates but expects the second half of the ARPA funds soon.
- (2) Report on ARPA Committee Meeting, June 6, 2022.

Eames reported that the ARPA Committee met and discussed the email from Town Attorney Troy Gilchrist, dated May 13, 2022. Gilchrist has advised that holding a farmers' market or a community celebration would require the approval of the electors at the Annual Meeting. The committee would like to bring the following to the Annual Meeting next March:

- a detailed plan (with draft resolution) for the farmer's market.
- a backup plan (with draft resolution) for a community event.

In addition, Eames reported that 21 persons attended the first week of the "Getting to Know Your Neighbor" event: and 3 the second week. Those who attended did not go for games or puzzles; instead, they just sat around and drank coffee and talked.

Supervisors discussed the Township mailing list used for post cards and newsletters. They discovered that the list used is not complete – it is based on property tax addresses received from the county and does not include tribal addresses. Also, they cannot easily obtain a list of tribal addresses from the FDL. However, Olson revealed that the County GIS can capture all physical addresses in the Township, including FDL addresses. In fact, he has requested a list which includes the FDL addresses. Once GIS has this list, they will forward to the County Auditor who will then forward to the Township. Depre requested the FDL addresses around Big Lake (for a future sanitary district purpose).

Harms suggested that Eames could send a blurb to the FDL newsletter to inform tribal members of the "Getting to Know Your Neighbor" event.

d. **Email from Tina Smith's Office re Infrastructure Funding.**

Chair Harms originally sent Senator Tina Smith's Office a letter, dated February 23, 2022, asking for assistance in applying for and receiving infrastructure funding for shovel-ready projects. Hannah Alstead from Smith's Office responded by email on March 28, 2022, asking for additional information about the projects needing funding. Harms then invited her to the April 11, 2022, Town Board meeting. Alstead was not able to make it to the Board meeting, so Harms sent her a letter and list of projects.

Harms reported that the most recent email, dated May 16, 2022, from Hannah Alstead was discouraging. The information she provided was outdated. (The deadlines for applying for cited grants had expired.) Therefore, he sent another email asking for additional assistance and inviting her to a meeting as originally proposed.

9. **NEW BUSINESS**

a. **New Housekeeping Items**

None.

b. **Review and Approval of Election Judge List for 2022.**

MOTION (Olson/Depre): To approve compensation and mileage for individuals listed on the “List of Election Judges,” dated June 11, 2022, with one change - the removal of Cindy Hafvenstein, who is unable to serve at this time. Motion carried.

c. **Signs on Maple Grove Drive**

Supervisors briefly discussed where to post the signs along Maple Drive and how far apart. Then, they determined that to leave it to the judgement of the road supervisor and foreman.

MOTION (Depre/Harms): To approve the posting of NO PARKING signs on Maple Drive, based on the judgement of Road Supervisor Olson and Foreman DeLovely. Motion carried.

d. **Newsletter**

Supervisor Olson reminded everyone that the Township has not distributed a newsletter one for a year; residents have indicated an interest in the newsletter. The supervisors were of the consensus that this would be a good time to put the newsletter out – with Watkins Spur, the election, and “Getting to Know Your Neighbor” event. After some discussion, they agreed that they should release a newsletter in mid-July. \

e. **County Board of Adjustment Hearing: M & F Johnson Variance Request**

Recently, the Town Board received a notice that the County Board of Adjustment would conduct a public hearing on Tuesday, June 21, 2022, at 7:00 p.m. in the County Transportation Building. The purpose of the hearing is to consider a variance permit request below:

Mary & Frederick Johnson 3259 Watkins Spur PIN 92-210-0120 and 0140 Construct an addition onto a nonconforming boat house
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After a brief discussion, Chair Harms asked Supervisor Depre to attend the hearing. Depre agreed to do so and said he would review documents from County Zoning before the hearing.

10. VISITOR COMMENTS

None.

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