

**June 14, 2021**

**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. Supervisor Depre hosted the meeting on Zoom.

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

Contractor: Tom DeLovely, Road Foreman

In addition, Harms announced the closure of the period for accepting quotes:

- 2021 Crackpatching/ Cracksealing Township Roads.
- 2021 Watkins Spur Rebuild.

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

**MOTION (Depre/Olson):** To approve the June 14, 2021, agenda as presented with one addition:

- NB 8-d "Preparation of Letter to Local Legislators in Support of Having State Pay for Overvaluation of Enbridge Properties."

Motion carried.

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

**MOTION (Olson/Depre):** To approve the May 10, 2021, regular meeting minutes as recorded.

Motion carried.

**MOTION (Depre/Olson):** To approve the May 17, 2021, special meeting minutes as recorded: "NO PARKING Signs on Township Roads." Motion carried.

**MOTION (Olson/Depre):** To approve the June 1, 2021, special meeting minutes as recorded: "Miscellaneous Road & Bridge Items." Motion carried.

**4. TREASURER/CLERK REPORTS.**

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

Treasurer Cheri DeMenge provided the Treasurer's Report for May 31, 2021.

**MOTION (Depre/Olson):** To approve the Treasurer's Report as presented with a cash balance of \$357,841.28 for the month ending May 31, 2021. Motion carried.

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

**(1) Monthly Revenues**

Clerk Lora Eames discussed future revenues - approximately \$105,000 in June or July from property tax settlements.

(2) Monthly Operating Budget.

Projected Revenues	\$171,967
Revenues Received YTD	<u>-21,560</u>
Revenues Not Yet Received	\$150,407
Projected Expenses	\$185,396
Disbursements Made YTD	<u>-62,029</u>
Under Budget YTD	\$123,367

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

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

\$1,154.67	Late claims list for May 2021: Claim #4516-#4518
21,109.61	Regular claims list for June 1-June 30, 2021: Claim #4519-#4528
911.95	Employee payroll for June 5, 2021
3,479.86	Regular officer payroll for June 14, 2021
<u>\$26,656.09</u>	Total

6. **REPORTS.**

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

Town Chair Gary Harms reported on two items. The six-month evaluation of District Fire Chief Matt Ashmore should be completed soon. Also, the Finance/Budget Committee has held several meetings to discuss the 2022 budget. They should have a final recommendation in July for submission to the CAFD Board in the fall.

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

Town Supervisor Depre had nothing new to report; he reported that the BLASD Board will likely have a final meeting soon.

c. **Road and Bridge.**

(1) Road Foreman Tom DeLovely reported the following:

(a) Enbridge has done some damage:

- Cutting a corner on the first bridge on Ditchbank Road.
- Plugging a culvert on Strand Road.

Olson will report these things to Patrick Dechant of Enbridge.

(b) The County contractor applied 5,242 gallons of calcium chloride on designated township roads.

(c) He (DeLovely) has completed the repair work for Enbridge and submitted the invoice to Olson.

(2) Road Supervisor Olson reported that he:

(a) Contacted local law enforcement regarding Perch Lake Township Right-of-Way (ROW) Ordinance. (Evidently, local law enforcement is enforcing no parking restrictions on Magney Drive, even without the NO PARKING signs.)

- (b) Received a call from a resident on Lyndhurst Bay Drive. He (Olson) will send a letter and map in response to the resident's inquiries.
  - (c) Contacted Chris Anderson about what he wants done with his driveway; Anderson has not responded.
  - (d) Contacted Eagle Towing and Cars Towing about towing cars cited by law enforcement on Township roads. Eagle declined to participate. Cars expressed interest if towing vehicles to a designated law enforcement impound lot.
  - (e) Received Enbridge invoice. Olson will add in the Township-supplied Class 5 and administrative fees.
  - (f) Will meet soon with Dan Shaw, LHB, regarding the Lakeview Drive problem.
  - (g) Will call Taysha Martineau to hand-deliver certified letter for application for driveway access at 3124 Magney Drive. (She never picked up or signed for her certified letter, dated June 3, 2021, from the Town Board.)
- (3) Other: Supervisor Depre requested an immediate fix for the problem culvert on Brower Drive.

**7. OLD BUSINESS**

**a. Old Housekeeping Items**

None.

**b. Discussion/Action: Quotes Received for Watkins Spur Rebuild Project**

Board members reviewed two proposals – from DeCaigny Excavating and Ulland Brothers.

<b>RESULTS OF QUOTES (RFQ)</b>	
<b>WATKINS SPUR REBUILD</b>	
<b>JUNE 14, 2021</b>	
<b>Contractor</b>	<b>Proposal</b>
Decaigny Excavating PO Box 100, Sawyer, MN 55780	123,532.00
Ulland Brothers PO Box 340, Cloquet, MN 55720	118,000.00
County Engineer's Estimate: \$83,000.00	

After some discussion, the supervisors determined that the quotes, well above the County Engineer's estimate of \$83,000, were too high to consider.

**MOTION (Depre/Olson):** To table discussion of the quotes received and to extend the negotiation period indefinitely until the Town Board finds a better solution. Motion carried.

Olson mentioned that the County will have a modified plan for Watkins Spur at the end of the week. He even suggested that the project could wait one year.

c. **Discussion/Action: Quotes Received for Crackpatching/Cracksealing**

The Clerk confirmed that she had received no quotes. Olson reported that he had contacted Kevin Smalley at Sinnott Blacktop; and that Smally planned to submit a proposal, but missed the deadline. At this point, the supervisors voted to extend the period for accepting quotes.

**MOTION (Depre/Olson):** To extend period for accepting quotes until the next regular Town Board meeting on July 12, 2021, 7:00 p.m. Motion carried.

d. **Discussion of Status of Legal Road Descriptions and RFP (prev. tabled)**

After a brief discussion, the supervisors determined to keep this matter tabled.

e. **Status of American Rescue Plan Fund Act (ARP) Funds.**

Eames reported that she attended the LMC (League of Minnesota Cities) webinar which provided step-by-step instructions in applying for ARP funds. The Township will receive its funds from the State, but it will send reports directly to the US Department of Treasury. Eames reported that she has applied to the state for funds; and registered with the federal government to activate the Township's SAM (System for Award Management) account.

If the state allocates by population, then the Township would receive \$120,000. If the state allocates by 75% of the Town's 2019 operating budget, then it would only be \$104,306.

Eames said she checked to see if Perch Lake could use this money for its road projects. The only way was to show a reduction in revenue from 2019 until now caused by COVID-19 and impacting capital projects. She could not prove this option.

In conclusion, Eames listed other possible uses:

- investing in sewer, water, or broadband infrastructure.
- transferring funds to other units of government.
- making grants to residents.

Further, she recommended that the Township form a committee to consider uses for the money. Harms also suggested that residents should be included on such a committee.

In the meantime, Eames asked Board members to approve Resolution 2021-010 authorizing officers to apply for funds; in a month or so, she will ask the Board to approve a second resolution to accept the funds.

**MOTION (Olson/Depre):** To approve Resolution No. 2021-010 authorizing officers to apply for funds under the American Rescue Plan (ARP). Motion carried.

Also, Depre asked Eames to check on what was needed to comply with Title VI of the Civil Rights Act of 1964 – especially since the Town Board will be required to sign a document in assurance of such compliance. Does the Town need an ordinance? Eames will check research the question and report back next month.

8. **NEW BUSINESS**

a. **New Housekeeping**

None.

b. **Designation of Towing Company and Approval of Forms**

Supervisor Olson reported that Cars Towing was the only local company willing to provide the towing service for Perch Lake Township in its enforcement of the ROW (Right-of-Way) Ordinance.

**MOTION (Olson/Depre):** To enter into an agreement (verbal and/or written) with Cars Towing, 1325 29th Street, Cloquet, MN 55720, for the towing of cars cited by law enforcement officers. Motion carried.

Olson noted that law enforcement officers use “universal” towing and citation forms; therefore, they do not need Perch Lake Township-specific forms. However, the Town Board members have the authority themselves to issue citations; therefore, the Township may need its own forms for certain occasions.

**MOTION (Depre/Olson):** To approve the use of the following towing report and parking citation forms:

- The “universal” forms used by authorized law enforcement officers of the FDL Police Department and County Sheriff; and
- The Perch Lake Township Towing Report and Parking Citation Form (previously prepared by Township Attorney Troy Gilchrist) for use by Town Board members.

Motion carried.

c. **County Board of Adjust Variance Hearing: June 15, 2021, 7:00 p.m.**

- Kelly Towns - 3177 Maple Drive (PIN 92-170-0280)
- John and Barbara Peterson – 3181 and 3183 Maple Drive (PIN 92-170-0320, 0340)

Depre reported that he reviewed each case. He concluded that the variance requests, if granted, will make the lots more “buildable.” The individuals involved must still meet all setbacks from Big Lake; if they meet the setbacks, the Town Board will have nothing to oppose. Therefore, supervisors determined that they had no objections to the variance requests.

d. **Preparation of Letter to Local Legislators in Support of Having State Pay for Overvaluation of Enbridge Properties.**

After some discussion, the supervisors agreed to prepare and send a letter to Senator Jason Rarick and Representative Mike Sundin, expressing support for having the State of Minnesota – not local governments – pay for the overvaluation of Enbridge properties.

9. **VISITOR COMMENTS**

Quinten “Dinty” Anderson, Station 2, reported that he spoke with the County Engineer about widening the approach to Big Lake Road; and the County Engineer has agreed to do so. Anderson also suggested setting the mailbox further back and removing the pine tree.

10. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 7:39 p.m.

Respectfully submitted,

Approved by Town Board

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Lora Eames, Clerk

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Gary Harms, Chair