

July 8, 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 Present: Chair Gary Harms, Supervisor Steve Olson, Supervisor Keith Depre,
Clerk Lora Eames

Member Excused: Treasurer Cheri DeMenge

Guests: Patrick Dechant, Enbridge, Permit Agent
Kevin Schroeder, CAFD Chief, Jim Langenbrunner, CAFD Chair

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Olson/Depre): To approve the July 8, 2019, regular agenda with two changes:

- Move 8b, "Discussion: Possible CAFD Expansion of Facilities at Station 2" to Reports 6a.
- Add Patrick Dechant, Enbridge, Permit Agent, to Reports 6c.

Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Depre/Olson): To approve the June 10, 2019, regular minutes as recorded. Motion carried.

4. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report.

Treasurer DeMenge was absent, so Clerk Eames provided the Treasurer's report for June.

MOTION (Olson/Depre): To approve the Treasurer's Report as presented with a cash balance of \$321,247.38 for the month ending June 30, 2019. Motion carried.

b. Informational Clerk's Budget Report.

Clerk Eames reported that the Township:

- Received \$111,162.85 from the County for property tax settlements, which will be officially recorded in next month's records.
- Billed the CAFD for the 2nd quarter in the amount of \$2,044.87.
- Had the following budget report:

2019 OPERATING BUDGET TO DATE	
Projected Revenues	\$170,168
Revenues Received YTD	-23,695
Not Yet Received	\$146,473
Projected Expenses	\$171,274
Disbursements Made YTD	-59,768
Not Yet Disbursed	\$111,506

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

MOTION (Depre/Olson): To approve payment of the following claims for payment with the addition of a late claim received Saturday before the meeting:

\$1,124.15	Claims #4141, #4142, and #4143 (June)
6,733.31	Claims #4144 - #4160 (July)
678.00	Claim #4161 (ESC Systems)
<u>2,368.95</u>	Regular payroll
\$10,904.41	Total

Motion carried.

6. **REPORTS.**

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

(1) CAFD Expansion of facilities, including Station 2 (Perch Lake)

CAFD Chair Jim Langenbrunner provided a brief history back to 2014, describing how the District has shifted gears from planning a new facility to reviewing the potential of its existing structures.

CAFD Chief Kevin Schroeder discussed the bonding authority fix which was recently signed into law and grants the District the same bonding authority as any city or township for capital expenditures, such as new structures or equipment.

In addition, Schroeder explained how the CAFD would like to work with Perch Lake in future plans for expansion. The CAFD's Strategic Planning Committee has determined that the western half of the District needs better coverage. Perch Lake has good access to the western half of the District. The CAFD is looking at options for providing increased emergency response coverage to the west side of the District. One option includes staffing Station 2 in order to provide a rapid response to both Perch Lake and West Brevator. This staffing would be a combination of full time and paid-on-call staff with medical certifications from Emergency Medical Responder up to Paramedic. This would allow an immediate response to the Perch Lake area and allow for initial care to begin while waiting for an ambulance.

Supervisors and CAFD guests discussed how the new expansion could be financed. Harms noted that the Township does not currently have the facilities for an expansion. The Town Board would have to invest in sleeping quarters and upgrade its sewer; then, lease it back to the CAFD. On the other hand, Schroeder and Langenbrunner suggested that the ideal situation would be for the District to own part of the building, and do the bonding. Then, the EMS levy, which applies to all District residents, could be applied to the EMS expansion.

When asked for a timetable, Schroeder reported that partial staffing could be done in one year. Facility changes would require 3-5 years to accomplish.

MOTION (Depre/Olson): To support a discussion with the Cloquet Area Fire District about future EMS (Emergency Medical Services) expansion of facilities at Perch Lake Station 2. Motion carried.

(2) Regular report

Town Chair Gary Harms did not provide an additional report.

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

Town Chair Harms mentioned that he had not had a chance to meet with anyone from the Reservation Business Committee (RBC). Supervisor Depre reported that the BLASD Board sent a letter to the FDL RBC proposing a meeting with a two-room mediation process to resolve differences. The RBC has not yet responded to the letter. The next regular meeting is Thursday, August 8, 2019.

c. **Road and Bridge.**

(1) Enbridge

Patrick Dechant, Enbridge Permit Agent, discussed the replacement of Line 4. Enbridge will replace Line 4 in St. Louis County down to the north side of Moorhead Road. It will be 25 feet from the new Line 3.

MOTION (Olson/Depre): To approve the following documents as requested by Enbridge:

- Amendment to 2018 Application and Permit to Construct, Operate, Use, and/or Maintain within the Road Right-of-Way;
- Amendment to 2018 Road Use Agreement;
- Application and Permit to Construct, Operate, Use, and/or Maintain within the Road Right-of-Way on Magney Drive.

Motion carried.

(2) Regular Report

(a) Supervisor Steve Olson reported the following:

- (i) Dave Berthiaume unplugged Culvert 4 and Road Foreman DeLovely fixed the road surface.
- (ii) Trapper Brett Collier is still working on Culvert 9.
- (iii) Adam Swanson (3315 Ditch Bank Road) called regarding the condition of a shared driveway culvert (3315, 3319, and 3323). The culvert is collapsed and filled in with gravel washing down from the driveway. Olson inspected the site. (DeLovely installed the culvert just four years ago.) The residents have hired a contractor, but wanted the Township's permission before working in the right-of-way. After some discussion, supervisors determined that residents must take responsibility for the shared driveway and restore the culvert. Olson offered to send a letter specifying what must be done.

MOTION: (Depre/Olson): To send a letter to residents of 3315, 3319, and 3323 Ditch Bank Road, outlining conditions for restoring the shared culvert and driveway. Motion carried.

- (iv) Alan Schmitz called regarding Benson Hill shoulder washing into nearby driveways.
- (v) Joe Kelly called regarding a problem with the culvert on Magney and Brower. DeLovely investigated and found that Kelly had dug a hole in the shoulder of the road. Depre also reported that Kelly had run a hose through the culvert. While Kelly's action was troublesome, supervisors

noted that this probably did not cause the problem, since the water level had been high. DeLovely and Olson will work together on a solution.

- (b) Road Foreman DeLovely reported that he has been working to break up a beaver dam in the Strand Road area. In addition, Brett Collier (trapper) has removed several beaver from Strand Road.

7. **OLD BUSINESS**

a. **Old Housekeeping Items**

None.

b. **Status of Fallen Building Owned by Neil McPhail.**

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

Chair Harms reported that he recently attempted to contact McPhail by phone. He left a message, reminding McPhail that the fallen building on his property must be demolished by September. Harms recommended that the Town Board approve the next stage letter in accordance with the Township's procedure on demolishing buildings.

MOTION (Depre/Olson): To approve sending the next stage letter in accordance with the Township's procedure for demolishing buildings. Motion carried.

c. **Review and Approval of 2019 Summer Edition of Newsletter.**

Board members reviewed and approved the final draft of the 2019 summer newsletter.

MOTION (Olson/Depre): To approve the 2019 Summer Edition of the newsletter and authorize its release and distribution. Motion carried.

8. **NEW BUSINESS**

a. **New Housekeeping Items.**

None.

b. **Discussion: Possible CAFD Expansion of Facilities at Station 2.**

Moved to Reports 6a.

c. **Comments from Attendees of MAT Summer Short Course, June 27, 2019, at DECC.**

Harms, Olson, Depre, and DeMenge attended the course. Supervisors said they valued the exchange with other attendees, but had few positive comments on the seminar content.

d. **Discussion on Adopting a Planning and Zoning Ordinance/Commission.**

Chair Harms opened discussion by expressing his interest in having a planning and zoning commission to deal with issues now handled by the County. The supervisors have previously expressed dissatisfaction with the way the County is handling variances.

Depre expressed concern that the decisions passed down by the County do not represent the best interests of the Township. If Perch Lake decides not to have its own planning and zoning based on expense, it should at least seek ways to have more input at the County level. Perhaps the Town Board could collaborate with the FDL RBC, since both parties are unhappy with the County's variances.

Eames asked if the Township could "pick and choose" parts of a planning and zoning ordinance, and supervisors replied in the negative.

Olson suggested that the Town Board should do some research to find out what other townships are doing. Board members asked the Clerk to make some contacts.

e. **Authorization to Prepare/Distribute an RFQ (Request for Qualifications) for Recording of Road Descriptions.**

Supervisor Olson explained that the RFQ (Request for Qualifications) would be used to hire a professional surveyor to record road descriptions for specific town roads.

MOTION (Depre/Olson): To authorize the preparation and distribution of an RFQ (Request for Qualifications) document for a professional surveyor to record road descriptions of specific roads. Motion carried.

9. **VISITOR COMMENTS.**

During the meeting, residents asked for details about Brookston, Lund, and Big Lake Road projects. Supervisors relayed what they had been told by County Engineering in 2018:

- The County will do Brookston and Lund Roads in 2020 and Big Lake Road in 2021.
- Lund Road will become a gravel road.

Eames reported that she received an email from an organization called Senior Living Help, asking her to post their link on the Township's website. Eames told SLH that she would contact them after consulting the Town Board. After some discussion, supervisors decided not to post outside links on the website since the Township does not have the ability to update links or vet organizations making the requests.

10. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:17 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair