

July 11, 2022

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

1. CALL TO ORDER AND ROLL CALL

Chair Gary Harms opened the July 11, 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,
Deputy Treasurer Jeanette Olson, Clerk Lora Eames

Excused: Treasurer Cheri DeMenge

Contractor: Tom DeLovely (Foreman)

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Olson/Depre): To approve the July 11, 2022, agenda with the following changes:

- Addition of 8c – County Board of Adjustment Variance Hearing for Kris Nelson.
- Removal of 7d – Compensation for Additional Election Judges.

Motion carried.

3. RECEIPT/APPROVAL OF MINUTES

MOTION (Depre/Olson): To approve the June 13, 2022, regular meeting minutes as recorded with the correction of date. Motion carried.

MOTION (Olson/Depre): To approve the June 30, 2022, special meeting minutes as recorded. Motion carried.

RECEIVED: July 5, 2022, ARPA (American Rescue Plan Act) Committee Meeting notes.

4. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report

Deputy Treasurer Jeanette Olson provided the Treasurer's Report for June 2022.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$449,873.51 ending June 30, 2022. Motion carried.

b. Informational Clerk's Budget Report.

(1) Clerk Eames reported that she billed the Cloquet Area Fire District \$3,499.96 for Station 2 quarterly reimbursement costs. In addition, Perch Lake Township received the following funds on July 1, 2022. (Both deposits will show on July reports.)

- \$58,848 in ARPA (American Rescue Plan Act) funds.
- \$122,077 in property tax settlements.

(2) **Monthly Operating Budget for June 2022**

Projected Revenues	\$194,367	
Projected ARPA \$	61,000	*
Revenues Received YTD	<u>-31,363</u>	
Not Yet Received	\$224,004	
Projected Expenses	\$396,712	
Disbursements Made YTD	<u>-86,562</u>	
Under Budget YTD	\$310,150	

*Funds received in July; record will show next month.

5. 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 July 2022.
Motion carried.

\$1,024.40	Late claims list for June: Claim Nos. #4704-#4706
13,556.23	Regular claims list for July 1-July 31: Claim Nos. #4707-#4719
1,097.68	Employee payroll for July 2022
3,626.55	Regular payroll for July 2022.
<u>\$19,304.86</u>	Total

b. American Rescue Plan Act (ARPA) Claims.

MOTION (Olson/Depre): To approve payment of ARPA claims for both May and June.
Motion carried.

\$2,644.91 Total

6. REPORTS.

a. Cloquet Area Fire District (CAFD).

Chair Harms reported that Corry Larson was promoted to District Assistant Chief. Larson has been with the CAFD for three years and previously held the position of Training Coordinator.

Also, the CAFD Board held a public hearing on June 29, 2022, where Fitch and Associates presented their report with recommendations on how the CAFD should allocate revenues and expenses to determine the fire levy and ambulance levy. Harms reported that everyone, including Thompson residents in attendance, appeared satisfied with the study results.

b. Big Lake Area Sanitary District (BLASD)

Supervisor Depre reported that the BLASD Board will meet Wednesday, 2:00 p.m., August 3, 2022, at the Town Hall. The BLASD is dormant, except that it meets quarterly to pay bills, review correspondence, and address anything new.

c. Road and Bridge.

- (1) Foreman Tom DeLovely reported that he:
 - (a) Replaced two culverts on Reponen and Strand Roads – Enbridge will reimburse the Township for this project.
 - (b) Observed as Knife River (the county’s contractor) applied calcium chloride to township roads.
- (2) Supervisor Olson reported over the past month, he:
 - (a) Had to deal directly with Knife River due to missed communications with the county. (As a result, the Township will pay Knife River directly.)
 - (b) Heard from Omar regarding their delayed start on the Watkins Spur Project. This time, Omar is waiting for an excavator part. (The contract has a completion date, but no penalty clause.)
 - (c) Spoke with Todd Golley, Enbridge Permit Agent, regarding the replacement of the culverts. The Town Clerk will send an invoice and 2022 W-9.
 - (d) Spoke with Will Bomier, County Transportation, who told him that the special arch culvert for Bob’s Drive would be delivered by the end of the week.

(3) The supervisors discussed the following items:

(a) Replacement of signs on private road.

A resident on Berg Road asked the County to replace their stolen signs – a new road sign and stop sign. The County referred him to the Town Board to see if the Township would replace the signs. After some discussion, the supervisors declined to replace the signs, desiring to treat all such requests the same.

MOTION (Harms/Depre): To refer the request to replace signs on Berg Road, a private road, back to Carlton County. Motion carried.

(b) Roadside mowing on Township roads.

Olson will contact Jerry Telker, the Township’s contractor, for a start date.

(c) Signs on Maple Drive.

Olson and DeLovely will do the locates on Maple Drive sometime this week.

(g) Miscellaneous:

- Depre reported the overgrown vegetation on Cary Road at Magney Drive which blocks the view for drivers. Olson will call the County.
- Supervisors briefly discussed the \$5,960.06 change order submitted by Omar, including a fuel surcharge of \$278.00, and deferred action to Olson who will settle with Omar.

- Todd Golley, Enbridge, wants to wait on Magney Drive pavement repairs until after Enbridge completes Line 3 and Line 4 removal. (Golley could not commit to a schedule at this time.)

7. OLD BUSINESS

a. Old Housekeeping Items

None.

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

Chair Harms discussed both quotes received from Matt DeCaigny and Richard Vukonich. Chris Berg from Carlton County Zoning has confirmed that both proposals meet requirements. After some discussion, supervisors accepted the lower quote from DeCaigny.

Quotes Received for Sewer Evaluation and Removal of Fuel Tank

Matt DeCaigny, DeCaigny Excavating	\$34,300
Richard Vukonich, Cloquet Constructors	\$44,500-\$46,400 (revised)

MOTION (Olson/Depre): To contract with DeCaigny Excavating, Inc., for the installation of a new sewer system, to include the removal of a fuel tank (unless there is a leak). The project will start mid-August and be paid from American Rescue Plan Act funds. Motion carried.

c. American Rescue Plan Act Update and Committee

- (1) Report on ARPA Committee Meeting, July 5, 2022

Eames reported that the committee consensus on “Getting to Know Your Neighbor” hours and the Farmers Market was to:

- change the hours of the “Getting to Know Your Neighbor” event in September, from 8:30-12:30 to 10:00-2:00.
- hold the Farmers Market and Craft Fair on the same weekend as the Big Lake Improvement Association Rummage Sale. The Township will still have to have the event approved by the electors at the Annual Meeting.

- (2) Report on “Getting to Know Your Neighbor” Weekly Event

Eames summarized her July 8, 2022, report to Board members, noting that attendance has been low. She, Jeanette Olson, and supervisors discussed ways to encourage attendance, including the organizing of events and a calendar of speakers or guests.

d. Approve Compensation for Additional Election Judges

The Clerk deleted this item because she has enough judges for the upcoming primary.

e. Draft Newsletter for Review

After some discussion, the supervisors approved the content with changes.

MOTION (Depre/Olson): To approve the draft Perch Lake Township News Summer 2022-01 with the following additions:

- A blurb on the results of the results of the recent Fond du Lac election.
- An article on the CAFD’s recent study by Fitch & Associates.

Motion carried.

f. Follow-up: Board of Appeal Hearing June 21, 2022, M & F Johnson Variance Request.

Supervisor Depre reported that he did not attend the hearing because the development review from Planning had nothing requiring a comment.

g. CAFD Request for Comment by July 20, 2022, on Proposed Changes in Bylaws

The supervisors asked the Clerk to send an email stating “no comment.”

8. NEW BUSINESS

a. New Housekeeping Items

None.

b. Candidate Filing for Local Offices.

Clerk Eames announced that the Township will hold a local election on November 8, 2022, the same day as the General Election, to fill offices on the Town Board:

- Supervisor A – Four-year term
- Supervisor C – Four-year term
- Treasurer – Four-year term

Candidates will be able to file an affidavit for candidacy during the filing period, from 8:00 a.m., Tuesday, August 2 through 5:00 p.m., Tuesday, August 16.

c. County Board of Adjustment (CBA) Hearing: M & F Johnson Variance Request

The Town Board received a notice that the CBA will hold a public hearing on July 19, 2022, 7:00 p.m. in the County Transportation Building, to consider the variance permit request below:

Kris Nelson, 990 Lakeview Drive (PIN 92-280-0160)
Replacement of a nonconforming septic system with nonconforming holding tanks.

Depre reported that he could not attend the meeting but would submit comments in writing.

9. VISITOR COMMENTS

Board members and residents discussed parking on Maple Drive and the new voting equipment.

10. ADJOURNMENT.

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

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair