

July 12, 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 (excused), Deputy Treasurer Jeanette Olson, Clerk Lora Eames

Others: Tom DeLovely, Road Foreman, Daniel Shaw, LHB, on Zoom

In addition, Harms closed the period for accepting quotes: 2021 Crackpatching/ Cracksealing of Township Roads.

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Depre/Olson): To approve the July 12, 2021, agenda as amended with the addition of New Business 9g-b: Braun Intertec. Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Depre/Olson): To approve the June 14, 2021, regular meeting minutes as recorded. Motion carried.

4. GUEST APPEARANCES:

a. Enbridge, Patrick Dechant

Patrick Dechant was not present.

b. LHB, Daniel Shaw

The supervisors had previously discussed the erosion problems on Lakeview Drive, with concern that a large rainfall event could cause more erosion and destroy the road surface. So, Olson had invited Daniel Shaw from LHB to submit a proposal. Shaw's proposal for \$27,600 stated the following purpose:

“To design a street repair for approximately 150 feet of Lakeview Drive, where a portion of the road surfacing has cracked and is showing signs of slumping above a steep embankment. The gravel shoulder and pavement edge of the road show signs of water erosion, as does the face of the road embankment. Control of stormwater runoff will need to be addressed in the scope of the design for repair of the roadway. Pavement cracking and road surface slumping can also be signs of future potential road and road embankment failures.”

Shaw discussed all aspects of the proposal, including a partnership with Braun Intertec to analyze slope stability.

The supervisors asked Shaw the following questions:

- What is the range for construction costs? Shaw responded that even with a stable slope, the construction costs could run \$150,000 or more.
- Are any state and federal funding sources available? Shaw responded that he would have to consult with LHB peers; however, the project could be deemed an emergency (which might qualify it for something).

Harms thanked Shaw for his proposal and promised to notify him of the Board's decision. After some discussion, the supervisors determined that the LHB approach was too costly; and they asked DeLovely to handle the project. DeLovely offered a plan to stabilize the slope and redirect the water from the east side of the road to the west side. The redirection would involve a curb and gutter on the east side of the road and a catch basin connected to a culvert directing water to the west side of the road. Olson also recommended hiring a professional surveyor.

MOTION (Depre/Olson): To contract with a professional surveyor to find points on the road for the Lakeview Drive Street Repair Project. Motion carried.

MOTION (Olson/Depre): To contract with Tom DeLovely to prepare a proposal to resolve erosion issues on Lakeview Drive. Motion carried.

5. **TREASURER/CLERK REPORTS.**

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

Deputy Treasurer Jeanette Olson provided the Treasurer's Report for June 30, 2021.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$356,864.88 for the month ending June 30, 2021. Motion carried.

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

Clerk Eames reported that the Town received \$113,401.16 in property tax settlements, to be recorded in August. Also, she billed the Cloquet Area Fire District for \$3,061.89 of Station 2 costs, including COVID cleaning and supplies for months not covered by CARE or ARP funds.

Monthly Operating Budget

Projected Revenues	\$171,967	
Revenues Received YTD	<u>-21,584</u>	Not incl. \$31,702 from Enbridge
Revenues Not Yet Received	\$150,383	

Projected Expenses	\$185,396	
Disbursements Made YTD	<u>-94,731</u>	
Under Budget YTD	\$90,665	

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

The supervisors missed approving these claims; therefore, this list will be resubmitted in August.

\$7,200.76	Late claims list for June 2021: Claim Nos. #4529-#4530
4,194.67	Regular claims list for July 1-July 31, 2021: Claim Nos. #4531-#4547
850.31	Employee payroll for July 5, 2021
2,115.52	Regular officer payroll for July 12, 2021
<u>\$14,361.26</u>	Total

7. REPORTS.

a. Cloquet Area Fire District (CAFD).

Chair Harms reported on two items:

- The CAFD Board will convene Thursday for evaluation of District Chief Matt Ashmore. (Ashmore has been chief since last November.)
- The budget sessions are still being held for the district's 2022 Budget. The Chief has proposed a nearly 8% increase; Harms is proposing a 2%-3% increase. The discussion has already yielded cost savings.

b. Big Lake Area Sanitary District (BLASD)

Town Supervisor Depre had nothing new to report.

c. Road and Bridge.

(1) Road Foreman DeLovely reported that:

- The beavers are present near Engels and Berthiaumes.
- He (DeLovely) started putting up signs today. He finished Magney without a problem. He made adjustments as needed. He asked the Board about installing signs in the woods along the stretch from Magney Drive to Mission Road. After some discussion, the supervisors agreed that DeLovely should install signs along that stretch, 600 feet apart.

(2) Supervisor Olson reported that:

- The Township has received a blacktop quote from Sinnott Blacktop.
- DeLovely called about Enbridge trucks cutting the corner at Ditchbank Road with earth falling from the bridge.
- Shirley Soukkala called about grading, and DeLovely handled.
- Sheryl Wick, 831 Lyndhurst Bay Drive, called about paying taxes on the township roads around her property, and Olson sent her a letter.
- He (Olson) staked sites for NO PARKING signs.
- He (Olson) spoke with Patrick Dechant (Enbridge) about adding Homestead Road and Lyndhurst Bay Drive to the road use agreement with Perch Lake.
- He (Olson) hand-delivered a certified letter to Taysha Martineau, 3124 Magney Drive. She has gotten the vehicles off the road.
- The new plan for Watkins Spur took out traffic controls and removal of sheds. Olson has connected with one shed owner, but not the other.

(3) General Discussion

(a) Ordinance and NO PARKING signs

Harms recommended publishing a notice in the upcoming newsletter to explain the purpose of the new signs and a "list of exceptions" when parking violations would not be cited (i.e., the Fourth of July, graduation parties). After some discussion, Olson recommended simply advising residents to park their vehicles completely off the blacktop. Depre noted that Perch Lake Township has been in the lead, one of the first to pass a road ordinance and install these signs.

(b) Tribal Ordinances and Impact on Township Projects

The supervisors had received the following Fond Du Lac ordinances:

- 01-16 FDL ROW Ordinance
- 03-06 FDL Wetland Protection Ordinance

- 03-14 FDL Preservation/Cultural Resources
- 05-10 Tribal Environmental Policy

Olson explained that he sent these documents to Town Board members so that they would be aware of how FDL ordinances could impact the Town’s projects. Assistant County Engineer Rick Norrgard had advised Olson to contact the FDL as needed. The FDL may require cultural resource monitors to observe certain excavations on road projects. After some discussion, the supervisors were of the consensus that (i) they were amenable to “over-the-shoulder” monitoring by FDL; and that (ii) they need not delay any current projects unless they receive a notice from FDL.

(c) Watkins Spur

Olson spoke with DeCaigny about the Watkins Spur project. DeCaigny was concerned about the price of materials. Olson suggested that the Township could buy the culverts at a lower price. The County got the Township a quote from Contech for culverts. The supervisors’ consensus was that Olson should take this information back to both contractors who provided quotes – DeCaigny Excavating and Ulland Brothers. The Board also supported the idea of waiting until early winter to obtain quotes for a spring construction; and sending the Watkins Spur residents a letter informing them of the delay.

(d) Bike Lane along Big Lake Road outside Cloquet

DeLovely addressed the fact that the Big Lake Road from Perch Lake to Cloquet will not have a lane or shoulder wide enough for safe bicycling. Board members suggested that residents should register a complaint with Dick Brenner, the County Commissioner.

8. **OLD BUSINESS**

a. **Old Housekeeping Items**

Harms reported that Grover Tree Experts (Carlton) will remove the tree in the parking lot.

b. **Discussion/Action on Quotes for Crackpatching/Cracksealing.**

The supervisors reviewed the following quote received from Sinnott Blacktop, LLC:

Quotation for Crackpatching/Cracksealing		
Sinnott Blacktop, LLC 327 2 nd Street, Proctor, MN 55810	Quantity	Unit Price
New cracks	3,000 lin. ft.	\$1.65
Previously filled cracks	5,500 lin. ft.	\$0.95
Bituminous patching of 2 culverts and potholes		\$6,000

After some discussion, the supervisors determined that the quoted price for patching the culverts was too costly; therefore, they approved a contract for the crackpatching only. (DeLovely will use a patch repair product for the culverts and potholes.)

MOTION (Olson/Depre): To contract with Sinnott Blacktop, LLC, for crackpatching of designated township roads, based on their quote, dated June 16, 2021. Said contract will not include the quote for the patching of culverts. Motion carried.

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

After some discussion, the supervisory consensus was to remove this item from future agendas.

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

Clerk Eames reported that she has applied for the funds and is waiting for a response.

9. **NEW BUSINESS**

a. **New Housekeeping**

None.

b. **Bureau of Indian Affairs (BIA): Notice of Nongaming Land Acquisition Application**

Board members discussed the BIA Notice of (Non-Gaming) Land Acquisition Application. The purpose of the correspondence is to inform parties of real property held by the Fond Du Lac Band to be transferred to trust. Olson referenced two areas – (i) an 80-acre parcel at the end of Bergman Road; and (ii) a portion of Enbridge right of way that goes a quarter of a mile north of Ditchbank Road -100 feet wide. Board members acknowledged receipt of the correspondence, offered no comments.

c. **Discussion of State of Minnesota Relief Payment for Enbridge Overtax Liability**

Supervisors expressed relief over the Minnesota State Legislature’s recent negotiated settlement to have the State, rather than local governments, pay refunds to Enbridge. The Board agreed to send a letter of appreciation to County Assessor Kyle Holmes and local legislators.

d. **Discussion/Action of Utility Permit Application.**

The Board reviewed a utility permit application form from the Aitkin County Department of Highways and voted to adapt its use by the Township. The Clerk will prepare a draft form with fee schedule for consideration at the regular meeting on August 9, 2021.

MOTION (Depre/Olson): To prepare a utility permit application for Board consideration on August 9, 2021, to be adapted from an Aitkin County permit and to include a fee schedule. Businesses and residents will be required to return site to original condition. Motion carried.

- Commercial: \$100 application fee, not refundable.
- Residential: \$50 application fee, not refundable.

e. **Metro Sales: Renewal of State Contract #189673 for 60-Month Rental of Copier.**

Clerk Eames reported that the Township’s copier contract with Metro Sales was up for renewal; that the company had always provided good service; and that the replacement copier (with no add-ons) would be based on a state contract with a cost savings of \$13.50 per month.

MOTION (Olson/Depre): To approve the renewal of State Contract #189673 with Metro Sales for the 60-month rental of a copier. Motion carried.

f. **Discussion/ Action on Enbridge Addition to Road Use Agreement with Township: Homestead Road and Lyndhurst Bay Drive.**

No presentation.

g. **Discussion/ Action on Proposal from D Shaw, LHB/ Braun Intertec: Lakeview Drive**

Previously discussed under 4-b.

h. **Discussion/Action on Permit Application for Chris LeBrasseur, 811 Brower Drive.**

Supervisor Depre explained that this application is for a utility, not a driveway. (LeBrasseur had no other form to complete, so he downloaded the driveway access form from the web.) LeBrasseur plans to bore a water line under Brower Drive from his well on 818 Brower Drive to his residence on 811 Brower Drive. Board members approved the permit request.

MOTION (Depre/Olson): To approve Utility Permit No. 21-01 for Chris LeBrasseur, 811 Brower Drive. Motion carried.

10. **VISITOR COMMENTS**

Resident Kurt Besser engaged supervisors in a discussion on a variety of topics.

Board members agreed to:

- prepare and distribute a newsletter issue within the next 30-45 days.
- research the purchase of a second meeting camera.

Clerk Eames advocated for upgrading the Township's website. The Board's consensus was that she could research and compare some low-cost options.

11. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:30 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair