

October 11, 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., calling for a roll call and moment of silence for the passing of resident Gloria L. Johnson. Supervisor Keith Depre hosted the meeting on Zoom.

Roll Call 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 October 11, 2021, agenda with the following changes:

- Delete 7-b, Proposal for Lakeview Drive Erosion.
- Add 8-b-2, Steve Olson's Driveway Access Permit.

Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Olson/Depre): To approve the September 13, 2021, regular meeting minutes as recorded. Motion carried.

4. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report

Treasurer Cheri DeMenge provided the Treasurer's Report for September 2021.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$507,429 for the month ending September 30, 2021. Motion carried.

b. Informational Clerk's Budget Report.

- (1) Clerk Lora Eames reported that the Township:
- billed the Cloquet Area Fire District for \$878.15 for Station 2 costs.
 - should receive about \$30,000 in property tax settlements in December.

(2) Monthly Operating Budget

Projected Revenues	\$171,967
Revenues Received YTD	<u>-138,660</u> *
Revenues Not Yet Received	\$33,307

Projected Expenses	\$185,396
Disbursements Made YTD	<u>-120,024</u>
Under Budget YTD	\$65,372

* This total does not include funds from Enbridge or American Rescue Plan Act Funds.

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

The supervisors approved the following claims for payment for September.

- a. **MOTION (Olson/Depre):** To approve payment of regular claims for October 11, 2021. Motion carried.

\$599.40	Late claims list for September 2021: Claim Nos. #4572-#4573.
2,557.91	Regular claims list for October 1-October 31, 2021: Claim Nos. #4575-#4585
784.51	Employee payroll for October 5, 2021
2,204.22	Regular officer payroll for October 11, 2021
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\$6,146.04	Total

- b. **MOTION (Depre/Olson):** To approve payment of American Rescue Plan Act (ARPA) claims. year to date through October 11, 2021. Motion carried.

\$2,476.67	Previous & current claims assigned to ARPA
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\$2,476.67	Total

6. **REPORTS.**

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

Chair Harms reported that he recently attended a session at Station 1 (Cloquet) which met with the State Legislative Bonding Committee. The committee is touring northeastern Minnesota sites to review potential bonding projects. The CAFD has requested \$10 million.

The Facilities Committee met recently and decided that Battalion Chief Buhs should research the availability of potential sites east of Perch Lake Town Hall. The district is more comfortable with owning its own property and is considering all its options.

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

Supervisor Depre reported that he had nothing new to report.

- c. **Road and Bridge.**

- (1) Increased Beaver Activity

Both Olson and DeLovely reported increased beaver activity on Reponen Road. Olson called the trapper, Brett Collier, who then shot two beavers and trapped one. The problem is that Collier will be gone for two weeks.

In addition, resident Shirley Soukkala called about water on Strand. Olson investigated and found that the water completely crosses Strand Road and partially covers Reponen. Olson got barrels from the County to mark the area.

- (2) Foreman DeLovely reported that the County will replace the crushed culverts on Strand and Reponen Road by the end of next week.

(3) Magney Drive Protestor Camp

Olson reported that local law enforcement has been citing vehicles parked in the right-of-way along Magney Drive; as a result, none are parked there now except for the trailer tongue sticking out in the right-of way. Previously, FDL Lieutenant Diver called it a junk vehicle the campers want hauled away (but not at their expense). Supervisors expressed a desire to have the trailer towed before the snowplows start operating and to have the cost charged back to the propertyowner. After some discussion, they agreed to contact FDL police to check on their progress in towing the trailer.

(4) Land Purchase

Olson reported that he contacted Sandy Warpula about the possibility of purchasing land adjacent to the Town Hall; however, he has not heard back from her.

7. **OLD BUSINESS**

a. **Old Housekeeping Items**

Last month, the Town Board approved the purchase of an additional video camera from CW Technology. Since then, CW has installed the camera. Board members decided to unscrew the camera and store it in the office when it is not in use.

b. **Tom DeLovely's Proposal for Lakeview Drive Erosion**

DeLovely recommended delaying this project until spring.

c. **Report on American Rescue Plan Act (ARPA) Funds**

(1) Committee

Clerk Eames recalled that supervisors had previously discussed setting up a committee – to include both residents and board members – to develop recommendations for using ARPA funds. Eames indicated a desire to move ahead before interest wanes. After some discussion, the Board approved compensation for the new committee.

MOTION (Harms/Depre): To approve the startup of the new committee to provide recommendations to the Board on the use of ARPA funds:

- Members - Eileen Christopherson, Kevin Hamre, Clerk Lora Eames, Treasurer Cheri DeMenge
- Each member receives \$125 per meeting; one meeting per month.
- The stipend includes any work between meetings.

Motion carried.

(2) \$ Available from Revenue Loss Calculator

Clerk Eames recommended the transfer of \$3,858.86 from the CARES/ARPA Fund to the Road & Bridge Capital Improvements Fund.

8. **NEW BUSINESS**

a. **New Housekeeping**

None.

b. **Discussion/Action on Permits**

(1) Utility Permit from FDL Communications

Supervisor Olson discussed the application from FDL Communications requesting a utility permit to work in township road rights-of-way. The application included a map showing the roads in which they will lay fiber – Homestead Road, Lakeview Drive, Lyndhurst Bay Drive, Magney Drive, and Bob’s Drive.

After some discussion, the supervisors agreed that they would approve the permit with stipulations requiring the contractor to restore adjacent yards and rights-of-way to their previous condition when done.

MOTION (Depre/Olson): To approve the application submitted by FDL Communications to lay fiber optic cable permit in various township road rights-of-way with stipulations listed below.

- 1. Return township right-of-way to pre-construction condition.
- 2. Pick up and dispose of all trash associated with construction.
- 3. Failure to comply with 1 & 2: Perch Lake Township will charge FDL Communications to correct the conditions of 1 & 2.
- 4. Provide as-builts both in paper format and an ArcGIS shapefile.
- 5. Supply as-builts, both in paper format and an ArcGIS shapefile for previous construction projects on township roads.

Motion carried.

(2) Driveway access permit from Steve Olson, 2771 Simian Creek Drive.

Olson discussed his request for another driveway access permit. He has a second driveway in front of his pole building; the culvert is 19 feet long, too short for him to make the swing with his 34-foot camper into the driveway. Therefore, he would like to replace it with a larger 12-inch by 30-foot culvert to increase the width of the driveway. His plan was to apply for a new permit and purchase a new culvert.

Supervisors were of the consensus that similar requests received in the future would be handled the same way.

MOTION (Depre/Harms): To approve a new driveway access permit and culvert for Steve Olson, 2771 Simian Creek Drive. Motion carried.

c. **Review and Approve Fund Transfers**

The supervisors approved fund transfers as recommended by the Clerk and Treasurer.

MOTION (Olson/Depre): To approve the following fund transfers:

- Transfer \$55,000 from General Fund to Road & Bridge Capital Improvements Fund.
- Transfer \$45,000 from Road & Bridge to Road & Bridge Capital Improvements Fund.
- Transfer \$30,000 from General Fund to cover deficits in Recycling Shed Fund and Town Hall Fund - \$15,000 to each fund.
- Transfer \$3,858.86 from CARES/ARPA Fund, calculated as revenue loss for year 2020, to Road & Bridge Capital Improvements Fund.

Motion carried.

d. **Discussion/Action: Retirement of Al Soukkala**

The Township’s maintenance contractor, Al Soukkala, recently retired. Chair Harms recommended combining maintenance and mowing tasks into one position, hiring an on-call employee for \$25 per hour (versus the \$50 per hour paid to Soukkala). In addition, he proposed hiring David Eames for this position.

MOTION (Olson/Depre): To authorize the hiring of an on-call employee to perform certain building and grounds maintenance tasks under the direction of the Facilities Supervisor at a rate of \$25 per hour. Motion carried.

MOTION (Depre/Olson): To approve Resolution 2021-012, authorizing an employment contract with David Eames, spouse of interested officer, Clerk Lora Eames. Motion carried.

e. **Consideration of Animal Ordinance**

Chair Harms discussed an email sent by Town Attorney Troy Gilchrist, dated October 4, 2021, regarding the Town’s authority to pass an animal control ordinance. Based on MN Statute 365.10, the electors can authorize the Town Board to regulate dogs and cats.

The supervisors were of the consensus that they should do more research before bringing the matter before residents. (Paragraph 3 in Gilchrist’s email reads, “Keep in mind the town is not required to regulate dogs/animals. Doing so takes it off the plate of the sheriff’s office. They would still issue dangerous dog citations; but calls about dogs/animals running around would go to the town and the town would need to designate someone to pick them up and hold them in accordance with the law.”)

f. **Set up Budget Meeting in November.**

Board members set up their budget meeting for Monday, November 15, 2021, 5:30 p.m.

g. **BLASD Term Expiration of Chris Rousseau on December 31, 2021**

The supervisors asked the Clerk to contact BLASD Chair John Fredrickson regarding the appointment of Chris Rousseau.

h. **Review of CAFD Lease Agreement**

This item came up last month when Board members discussed Station 2 crew’s use of the kitchen. They delayed discussion on this item until a later time.

9. **VISITOR COMMENTS**

Board members and residents discussed several items, including the possible relocation of Station 2.

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