

November 12, 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, Treasurer Cheri DeMenge, Clerk Lora Eames

Guest Speaker: Peter Alexander, Partnership Specialist, US Census

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

**MOTION (Olson/Depre):** To approve the November 12, 2019, regular agenda with one change: Move New Business Item 9b, "US Census-Peter Alexander," to Item 4-1. Motion carried.

3. **APPROVAL OF MINUTES.**

**MOTION (Depre/Olson):** To approve the October 14, 2019, regular minutes as recorded. Motion carried.

4-1. **US CENSUS: PETER ALEXANDER.**

Peter Alexander distributed written material and provided a brief presentation which included the following main points:

a. Census purpose:

The Census has existed since 1790 and is constitutionally mandated. The federal government attempts to conduct a headcount of everyone in the United States, citizen or noncitizen, every ten years. The US has a population of approximately 350 million persons.

b. How is Census data used?

Census data is used in a variety of ways by numerous public and private agencies.

On the national level, the census data is used as the basis for (i) distributing \$675 plus billion in federal funds; and (ii) reapportioning seats in the House of Representatives, or other legislative body, according to the population in each state. (As a side note, the State of Minnesota risks losing one of its congressional seats after the 2020 Census.)

c. Miscellaneous facts:

- Census workers encounter challenges in obtaining a complete count such as distrust in government, persons in transition, etc.
- Examples of hard-to count demographic groups include children (under 5 years), college students, farm workers, homeless persons, immigrants, renters, snowbirds, etc.
- Perch Lake Township had a high mail participation rate during the last census - 80% of residents mailed their census form back.

d. Suggestions on how to help the US Census:

Alexander suggested that the Township could (i) partner with the Tribe or the County to help obtain a complete count for the area; (ii) encourage Minnesota snowbirds to be sure they are counted in Minnesota; and (iii) encourage people to apply for jobs with the census.

- e. Contact information:
  - Alexander's contact information is listed below:
    - Cell: 651-261-8064; or email: peter.alexander@2020census.gov.
    - Census homepage: /[www.census.gov](http://www.census.gov)

4-2. **APPROVAL OF 2019 FALL INSPECTION REPORT.**

**MOTION (Olson/Depre):** To approve the 2019 Fall Inspection Report of Township Roads held October 19, 2019. Motion carried.

5. **TREASURER/CLERK REPORTS.**

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

Treasurer Cheri DeMenge provided a report for the month of October.

**MOTION (Depre/Olson):** To approve the Treasurer's Report as presented with a cash balance of \$372,136.08 for the month ending October 31, 2019. Motion carried.

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

Clerk Eames reported a negative \$31,909 difference between receipts and disbursements in October (\$234 minus \$32,143). However, the year-to-date difference remains positive. She predicted that by the year's end, the Township should receive approximately \$23,000 from the County for property tax settlements; and be able to move excess funds saved during the year to the Road and Bridge Capital Improvements Fund.

In addition, Eames provided the following budget report.

<b>2019 OPERATING BUDGET TO DATE</b>	
Projected Revenues	\$170,168
Revenues Received YTD	-138,458
Not Yet Received	\$31,710
Projected Expenses	\$171,274
Disbursements Made YTD	-123,642
Not Yet Disbursed	\$47,632

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

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

\$ 159.36	Late claims list for October: #4209
4,166.76	Regular claims list for November: #4210 - #4222
65.27	Late claim for November: #4223, L & M
2,556.70	Regular payroll
\$6,948.09	Total

7. **REPORTS.**

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

Chair Gary Harms reported that both he and Supervisor Olson planned to attend the CAFD retreat on November 18, 2019, at the Black Bear.

The Truth in Taxation public hearing will be held at 7:00 p.m., December 12, 2019, in the Scanlon Community Center Council Chambers at 2801 Dewey Avenue.

Harms and Olson made some observations. Harms commented that the District's current focus appears to be on making investments in its existing stations, instead of building a new station. Olson noted that the CAFD's new organization chart does not show a paid-on-call coordinator. (Darren Guentzel is no longer in this position, and the District has had trouble replacing him.) Olson called on the District to (i) include this position on the organization chart, and (ii) keep it staffed for recruiting purposes.

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

Supervisor Depre had nothing new to report. The County met with the Tribe on October 28, but nothing has come back to the BLASD Board concerning the meeting.

c. **Road and Bridge.**

(1) Regular Report: Supervisor Olson reported the following communications and incidents from the last month:

- (a) An Aardvark truck turned over off Jarvinen Road. Foreman Tom DeLovely hauled 15 yards of class 5 to fix the site. This has happened before on Jarvinen Road, although with a different truck. Olson suggested placing a "no shoulder" sign near the site.
- (b) An email from Marie Kinghorn at County Transportation who saw Wilshire Drive on our road inventory, but could not locate the road on a map. Wilshire is actually an addition to Brower Bay Drive, with everyone on Wilshire having a Brower Drive address. Therefore, Olson suggested that the Town Board should, by resolution, amend its certified inventory of roads by deleting the mileage for Wilshire Drive, and add it to the mileage for Brower Drive. Olson and Eames will prepare a resolution for approval in December.
- (c) A call from Foreman DeLovely who:
  - Replaced culverts on Kotiranta, Stand, and Lakeview. He did not finish Brower because it froze up too quickly. (He has the culverts on hand ready to install next summer when it is dry.)
  - Will start brushing now that the ground is frozen. (His priorities are Reponen and Strand Roads.)
  - Reported that Trapper Brett Collier got four beaver.
- (d) Contact with County Land Commissioner Greg Bernu, who confirmed that the Township can purchase traps for itself and use them out of season. The Township must also notify conservation officers.

(2) Continuing Report on Speed Limits: Last month, Olson reported that the state sets the speed limits, does a speed study to determine the speed limit, and is currently three years behind. He also found that the Township could act on its own to designate a road as "rural residential" if driveways have intervals of 300 feet or less for a quarter of a mile. This option is available only to townships and the speed limit for a rural residential road cannot exceed 35 miles.

After confirming with the State Department of Transportation (Duluth) that the Town Board could proceed with a simple resolution (without a study), Olson recommended

- that the Board should pass resolutions to designate the following roads as:
- "rural residential" roads - Lyndhurst Bay Drive, Maple Drive, and Salmi Road;
  - "residential roadways" – Brower Drive, Bob's Drive, and Pine Grove Drive.

8. **OLD BUSINESS**

a. **Old Housekeeping Items**

None.

b. **Compensation for Logger Unplugging Culverts or Working for Town's Benefit.**

Supervisors have, on occasion, compensated Dave Berthiaume, a local logger, for unplugging culverts or other work by paying him with truckloads of class 5. After consulting an attorney with the Minnesota Association of Townships, Eames found that the Town Board should discontinue this practice, and instead, arrange for a proper contract.

Supervisors determined that the Township has two choices:

- Contract with Berthiaume and pay him directly; or
- Ask Tom DeLovely, who already has a contract with the Township, to subcontract with Berthiaume. (DeLovely would then bill the Township and pay Berthiaume himself.)

Harms and Eames will check with DeLovely and report back to the Board in December.

c. **Approve 2019 Fall Newsletter for Release.**

Board members reviewed the content of the draft fall edition, suggested some minor changes, and approved the content for distribution.

**MOTION (Depre/Olson):** To approve the 2019 Fall Newsletter for release with minor changes. Motion carried.

Eames reported that the newsletter would go out by the end of November.

d. **Comments from Attendees at Carlton County Association of Township Officers (CCATO) Meeting**

DeMenge, DePre, Eames, and Olson attended the CCATO meeting on October 22, 2019, at the Transportation Building, and heard from several speakers about the 2020 US Census, Enbridge, upcoming County road projects, and the March 3, 2020, Presidential Nomination Election.

e. **Discussion: Which Town Road Projects Should Be included with County Bids?**

The 2019 Fall Inspection Tour had two purposes:

- To determine which projects could be included with County bids.
- To determine which projects we could keep, such as crackpatching; but plan to obtain bids earlier in the year.

After some discussion, Chair Harms asked Olson to prepare a list for approval next month, of all projects to be included with County bids.

f. **Status of Developing Policy and Procedure (including Penalty for Noncompliance) and Resolution for Driveway Permits.**

Nothing has been developed yet. Olson will contact the County and Eames will research the MAT website to see what they have. On a separate note, DePre met with Heather Cunningham

and reported that she will email a confirmation of every new 911 address application. This will enable the township to track new construction and potential access permits.

g. **Status of Review of CAFD Facilities Rental Agreement.**

Board members discussed how they would like to have the CAFD cover at least 50% of the snowplowing and 75% of the cellular-based alarm system. Harms offered to speak to Chief Schroeder about renegotiating these two aspects of the agreement.

9. **NEW BUSINESS**

a. **New Housekeeping Items.**

(1) Chair Harms reported that Al Soukkala has been reorganizing the furnace room and the bathrooms with shelves and cabinets.

b. **Guest Speaker: Peter Alexander, US Census.**

See Agenda Item 4.

c. **Approval of Resolution No. 2019-015 in Support of 2020 Census.**

As requested, Clerk Eames read Res. No. 2019-015 aloud for the record. The key statement read as follows: "Now, therefore, be it resolved, that the Perch Lake Town Board recognizes the importance of the 2020 Census, and supports participation in helping to ensure a complete, fair, and accurate count."

**MOTION (Depre/Olson):** To approve Res. No. 2019-015 in support of the 2020 Census. Motion carried.

d. **Approval of Resolution No. 2019-016 Designating Legal Polling Place for 2020.**

**MOTION (Olson/Depre):** To approve Res. No. 2019-016 in designating a legal polling place as the Perch Lake Town Hall, 2779 Big Lake Road, Cloquet, MN 55720. Motion carried.

e. **Upcoming BLASD Appointments.**

Chair Harms reported that he sent a letter to the FDL RBC Chair Kevin Dupuis, requesting that the RBC provide a recommendation concerning the reappointments of Wayne Dupuis and Rocky Rennquist to the BLASD Board.

9. **VISITOR COMMENTS.**

None.

10. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 8:20 p.m.

Respectfully submitted,

Approved by Town Board

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Lora Eames, Clerk

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Gary Harms, Chair