

November 14, 2022

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

1. CALL TO ORDER AND ROLL CALL

Chair Gary Harms opened the November 14, 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, Treasurer Cheri DeMenge, Clerk Lora Eames

Guest: JinYeene Neumann, Carlton County Engineer

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Depre/Olson): To approve the November 14, 2022, agenda as presented. Motion carried.

3. RECEIPT/APPROVAL OF MINUTES

MOTION (Olson/Depre): To approve the October 10, 2022, regular meeting minutes as recorded. Motion carried.

RECEIVED: November 7, 2022, ARPA (American Rescue Plan Act) Committee meeting notes.

4. CARLTON COUNTY ENGINEER JINYEENE NEUMANN: TOWNSHIP ROAD MAINTENANCE AGREEMENT.

County Engineer Neumann was delayed. See discussion under Reports 7d and approval under NB 9d.

5. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report

Treasurer Cheri DeMenge provided the Treasurer's Report for October 2022.

MOTION (Depre/Olson): To approve the Treasurer's Report as presented with a cash balance of \$447,138.97 for the period ending October 31, 2022. Motion carried.

b. Informational Clerk's Budget Report.

Clerk Eames projected, based on last year's record, that the Township could receive \$32,280 in December from property tax settlements.

Monthly Operating Budget as of October 31, 2022

Projected Revenues, incl. ARPA \$	\$255,367
Revenues Received YTD, incl. ARPA \$	<u>-221,045</u>
Not Yet Received	\$34,322

Projected Expenses	\$396,712
Disbursements Made YTD	-278,978
Under Budget YTD	<u>\$117,734</u>

Eames expressed optimism in being able to transfer funds to the Road and Bridge Capital Improvements Fund in 2023

6. REVIEW AND APPROVAL OF CLAIMS FOR PAYMENT

The supervisors approved the following claims for payment:

a. Regular Claims

MOTION (Olson/Depre): To approve payment of regular claims for September 2022.
Motion carried.

\$668.85	Late claims list for October 2022: #4783-#4786.
65,432.66	Regular claims list for November 1-November 30: Claim Nos. #4762-#4782
859.90	Employee payroll for November 2022
1,785.49	Election payroll for November 2022
3,341.66	Regular payroll for November 2022.
<u>\$72,088.56</u>	Total

b. American Rescue Plan Act (ARPA) Claims.

MOTION (Depre/Olson): To approve payment of ARPA claims for October 2022.
Motion carried.

<u>\$4,450.75</u>	Total
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7. REPORTS.

a. Cloquet Area Fire District (CAFD).

Chair Harms reported that, because of a series of Budget Committee meetings, the CAFD Board has used the appropriate levy allocation to:

- Reduce the combined fire and ambulance levy (Perch Lake) from about 12% to about 7.6%; and
- Maintain the ambulance-only levy (Thompson Township) at 100%.

The CAFD will hold its Truth and Taxation Hearing on Thursday, December 8, 2022, at the Cloquet Public Library. The meeting is open to the public.

b. Big Lake Area Sanitary District (BLASD)

Supervisor Depre had nothing to report.

c. Road and Bridge.

(1) Supervisor Olson reported the following:

- (a) Ulland finally completed paving Watkins Spur on October 24, 2022. Olson had to adjust Ulland's billing by removing two extra loads (applied to a private driveway). Olson will send pictures.

- (b) Todd Golley, Enbridge, called October 31, 2022, to report that a log truck traveling too fast for road conditions on Ditchbank Road, hit the jersey barrier at the first bridge, causing people to go off road. The trucking company is Carlson Trucking for Carlson Timber. Olson found that the Township has a 5-ton sign limit on Mission Road at Ditchbank Road, but not at the other end of the Township boundary. (The Township would need one at each end to enforce the limit.) Olson found that the issue might be resolved by requiring a special permit; then, the Township could require repairs if loggers damage the road. He suggested consulting the Town’s attorney regarding the special permit. In the meantime, he will install a 5-ton limit sign at the other end of the Township boundary.
- (c) DeLovely reported a truck and trailer in the Bergman Road right-of-way and when Olson investigated, he found it was moved.
- (2) Supervisor DePre reported that the protester camp on Magney has gates opening into the right-of-way. The FDL Police will have to visit the property.

d. **GUEST: CARLTON COUNTY ENGINEER JINYEENE NEUMANN: TOWN ROAD MAINTENANCE AGREEMENT.**

(1) New Road Maintenance Agreement

County Engineer Neumann distributed copies of the new Township Road Maintenance Agreement; this was the same agreement discussed at the recent CCATO (Carlton County Association of Township Officers) meeting on October 25, 2022. The County had not reviewed the agreements with townships since the 1990s.

Neumann summarized the major changes in the new agreement and fielded questions.

<u>Major Changes in New Township Road Maintenance Agreement with County</u>	
<u>Contract Section</u>	<u>Description of Change</u>
I. Basic Services/ A. Gravel Roads	Definition of terms – crowned driving surface, shoulder area that slopes directly away from the edge of the driving surface, and ditch.
I. Basic Services/ B. Snow Removal	The County will make the decision to plow and/or sand based on policy. For example, the County will perform snow removal on roads when accumulation reaches or exceeds two inches.
III. Engineering Services/ C. Advance Notice	The County will require a minimum advanced written notice of fifteen months prior to the start of work.
V. Seasonal Contracts	The County will require a minimum of three months’ notice if the Township wants to be included in bids for road materials or contract services.
VI. Township Responsibilities/ B. Decisions about Road Closures	The Township will be responsible for making decisions regarding road closure. However, if the County becomes aware of hazardous conditions, and is unable to reach township officials, the County will close roads without township approval.

(2) Miscellaneous Questions

- (a) Supervisor Olson: Will the Township be able to get culverts from the County's inventory as needed?

Neumann responded that yes, the Township will be able to get culverts if they are in stock. However, she advised supervisors that the County plans to stockpile fewer culverts in the future, as the price for culverts has increased by 180 percent.

- (b) Chair Harms: Will the County charge more with this new contract?

Neumann responded that this agreement does not address pricing; the agreement only defines the responsibilities of each party. For now, the County is charging the same as in the past.

- (c) Chair Harms: Does the County have anything in the works for adding a bike trail along Big Lake Road?

Neumann responded that nothing is planned for now, but she did not discount future consideration of a bike trail. She mentioned the FDL's plans to add bike trails in two locations. (Perhaps, the Township and the FDL can collaborate regarding a bicycle path on Big Lake Road.)

- (d) Supervisor Depre: Is Mission Road still on schedule?

Neumann responded that Mission Road is still on schedule for 2024 or 2025. Depre commented that local traffic is diverting onto Lakeview Drive because of Mission Road; and this diversion is deteriorating Lakeview.

(3) Miscellaneous Comments

The supervisors engaged Neumann in a discussion about the recent improvement of Big Lake/Cary Road. They made the following complaints:

- There were no public hearings.
- There was no communication regarding a bike trail.
- The road today is smoother but is not the road that residents previously had, where they could safely walk and ride bicycles.
- The shoulders are too soft and sloping away.

Neumann acknowledged that the County had no public hearings for the Big Lake/Carey Road Project. She also acknowledged the problem with the shoulders. The County has since changed the grade used for bids.

She thanked Board members for their input.

For the record, the Clerk emailed the signed agreement and resolution and delivered original documents to County Transportation office on November 17, 2022.

8. OLD BUSINESS

a. Old Housekeeping Items.

None.

b. General Election

Clerk Eames reported that the General Election, held November 8, 2022, was successful with no major problems.

Some statistics:

Voters registered as of 7:00 a.m.	667
New voter registrations on Election Day	24
Total voters registered	691
Signatures on polling place roster	396
Number of absentee ballots	48
Total number who voted	444

The County’s turnout rate was 66.57% (444/667).

In addition, each person who ran for local office won his/her race.

c. American Rescue Plan (ARPA) Committee – Clerk Eames/Treasurer Cheri DeMenge.

Clerk Eames reported the remaining balances for the ARPA Funds and “Getting to Know Your Neighbor” (GTKYN) Budget:

- ARPA Funds: \$2,813.00 (estimated)
- GTKYN Budget: \$6,186.69

Eames reported that the committee met on November 7, 2022. DeMenge reported that they had a successful class on Wednesday, November 2, with many attendees signing up for the next class on December 7.

In addition, Eames reported that someone is checking with the Big Lake Improvement Association regarding their community rummage sale in 2023. The committee would like to hold the farmers market/craft fair on the same date. The committee will continue to meet over the winter. Next steps include ending the coffee sessions on Wednesdays after January 1, 2023, holding one or more classes, and working on the farmers market/craft fair.

9. NEW BUSINESS

a. New Housekeeping.

- (1) Sign/Trench

Harms reported that the sign is scheduled to be erected in January 2023. Matt DeCaigny filled in the trench three or four weeks ago.

b. Review/Approval of Utility Permit – DeCaigny Excavating, Inc., for Lyndhurst Bay Drive

Olson reported that he observed that Minnesota Power had to go under the road.

MOTION (Depre/Olson): To approve a utility permit requested by DeCaginy Excavating for the purpose of placing, constructing, and thereafter maintaining a pressure sewer line across Lyndhurst Bay Drive for Bob Anderson, who owns Lot 917 (PIN 92-150-0100) and Lot 918 (PIN 92-150-0300). Motion carried.

c. Reports from those attending:

- (1) Carlton County Association of Townships held October 25, 2022.

Those who attended mentioned that County officials provided a report on the Justice Center, township maintenance agreements, and weed management area information. Some candidates running for office gave brief presentations.

- (2) Minnesota Association of Townships (MAT) End-of-Year Training for Clerks and Treasurers held November 2, 2022, in Ellsburg Town Hall.

Clerk Eames reported that the training covered balancing books, W-2s, 1099s, State Auditor Report.

d. Review/Approval of County-Township Road Maintenance Agreement.

MOTION (Olson/Depre): To approve Resolution No.2022-011, thereby approving the Perch Lake Township Road Maintenance Agreement with Carlton County. (The same draft was distributed for review on April 26, 2022, at the Carlton County Association of Township Officers meeting.) Motion carried.

e. County Board of Appeal (CBA):

- (1) **Carla Werner:** Public hearing on October 18, 2022, at 7:00 p.m., County Transportation to consider the following:

Carla Werner, 3202 Bobs Drive (PIN 92-050-0660 & 92-010-4068): “Construct a deck on a nonconforming dwelling on a nonconforming lot. The dwelling is considered nonconforming as it does not meet the required setback from the road right-of-way of Magney Drive or Bobs Drive. The lot is considered nonconforming as it does not meet the required lot width or lot area requirements.”

Supervisor Depre requested the development review but did not attend the meeting because it was not necessary. The permit was approved with sufficient conditions.

10. VISITOR COMMENTS.

None.

11. ADJOURNMENT.

Chair Harms adjourned the meeting at approximately 7:50 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair