

December 9, 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

2. REVIEW AND APPROVAL OF AGENDA.

MOTION (Depre/Olson): To approve the December 9, 2019, regular agenda as presented.
Motion carried.

3. REVIEW AND APPROVAL OF MINUTES.

MOTION (Olson/Depre): To approve the November 12, 2019, regular minutes as recorded.
Motion carried.

MOTION (Depre/Olson): To approve the November 13, 2019, Special Budget Meeting minutes as recorded. Motion carried.

4. APPROVAL OF REVISIONS IN 2019 FALL INSPECTION REPORT OF TOWNSHIP ROADS.

No revisions were necessary.

5. TREASURER/CLERK REPORTS.

a. Review/Approve Treasurer's Report.

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

MOTION (Olson/Depre): To approve the Treasurer's Report as presented with a cash balance of \$365,094.08 for the month ending November 30, 2019. Motion carried.

b. Informational Clerk's Budget Report.

(1) Monthly Cash Flow and Expected Revenues

Clerk Eames reported a negative \$7,042 difference between receipts and disbursements in November (\$605 minus \$7,647). The year-to-date difference remains positive at \$7,774. The difference one year ago at this time was also positive.

In addition, Eames reported that the Township had recently received (i) \$24,043.15 for the second half of property tax settlements from the 2018 Levy; and (ii) smaller amounts from various resources.

(2) Monthly Operating Budget.

2019 OPERATING BUDGET TO DATE	
Projected Revenues	\$170,168
Revenues Received YTD	-139,063
Not Yet Received	\$31,105
Projected Expenses	\$171,274
Disbursements Made YTD	-131,289
Not Yet Disbursed	\$39,985

After everything has been recorded for December, the Clerk and Treasurer will make a recommendation to the Board in January for approval of a funds transfer to the Road and Bridge Capital Improvements Fund.

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

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

\$858.28	Late claims list for November: #4224 - #4225
9,427.09	Regular claims list for November: #4210 - #4222
<u>2,481.88</u>	Regular payroll
\$12,767.25	Total

7. **REPORTS.**

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

Town Board Chair Harms reported on two things:

- The CAFD Board approved the hiring of a search firm to find potential replacements for Chief Kevin Schroeder, who plans to retire in June 2020.
- The Truth in Taxation public hearing will be held at 7:00 p.m., December 12, 2019, in the Scanlon Community Center Council Chambers, 2801 Dewey Avenue.

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

The BLASD Board did not meet in November. However, Town Supervisor Depre reported that the FDL and County met on October 28, 2019, to discuss the Tribe's issues with the BLASD. There was talk of a working committee as a possible solution.

Depre read aloud an email he sent to the County, expressing his personal concerns that the County excluded a major stakeholder (Perch Lake Township) from the October 28th meeting and working committee. He called for the County to include Perch Lake Township on the working committee and forward any updates since the original meeting.

Depre noted that the County's response was that (i) they will add Perch Lake Town Board to the working committee; and that (ii) they did not invite the Township because the FDL requested the meeting and specified the attendees (which did not include Perch Lake).

The next BLASD Board meeting is on Thursday, December 12, 2019. Depre planned to attend, and expected that BLASD Board members will determine how to repay its outstanding loan; and whether a levy increase is to be spread over two years instead of one.

c. **Road and Bridge.**

- (1) Steve Olson, Road Supervisor, reported the following contacts and activities:
 - (a) Received a call from the County expressing concern about driveway markers on Bob's Drive which interfered with their plowing. Olson spoke to Grunds, the propertyowner, who complained that the plow was tearing up their yard; and the neighbors across the road were using the area. Olson checked the road width on record, found that the platted road width was 66 feet, and sent the Grunds a letter. (Olson has received no response.)
 - (b) Downloaded a sample road administration ordinance from the Minnesota Association of Townships' website which the Town should consider. If the Town Board decides to proceed, it should present this to the electors at the Annual Meeting to obtain their permission to develop such an ordinance. Olson would like to include noncompliance penalties for driveway access permits and snow dumping on roadways. (See Item 8-d on agenda.)
 - (c) Inspected Salmi Road and found two addresses where residents were pushing snow across the road, but not beyond the platted road. Olson sent two letters, and has not heard back from either one.
 - (d) Discussed two matters with Erin Gunderson, County Transportation:
 - Watkins Spur Project Preliminary Design - The County is ready to have the Township set up a public meeting within the next two weeks. Olson cautioned that the project will require an FDL wetland permit which may take some months to obtain.
 - Chip seal - Chip seal is a pavement surface treatment which can extend the pavement's life. Olson discussed Jarvinen Road as being a candidate for such treatment. It would cost \$48,000 per mile and extend the pavement life of the road for five years. (See c-3).
- (2) Tom DeLovely, Road Foreman

DeLovely reported that the County told him that they did not want to plow Hardwood Lake Road because it was too rough for their trucks. DeLovely pointed out that this was short notice at a time when the Township relies on the County to do all its roads. The County followed through and worked on the road.
- (3) Discussion on chipseal application.

During a brief discussion on chipseal technology, Harms cited complaints about the rough surface; also, he was unsure of any long-term savings. Olson reported that it can extend a pavement's life for five years, but he did not think it was worth the investment because (i) the township has low-volume roads; and (ii) roads such as Lakeview and Salmi are over 20 years old, have never been chipsealed, and are holding up well.
- (4) Olson reported that the following projects are still on:
 - Lund and Brookston - 2020
 - County 7 - 2021

8. **OLD BUSINESS**

a. **Old Housekeeping Items**

None.

b. **Approve 2020 Operating Budget**

Chair Harms asked for a motion on the final 2020 Budget document. This document was the result of work done at the Special Budget Meeting on November 13, 2019.

MOTION (Depre/Olson): To approve the 2020 Operating Budget. Motion carried.

c. **Approve Town Road Projects for Inclusion with County Bids.**

MOTION (Olson/Depre): To approve inclusion of striping of the following Township roads with County bids: Magney Drive, Maple Drive, Lake Road, Pine Grove Drive, and Lakeview Drive. Motion carried.

d. **Development of a Policy and Procedure for Driveway Access Permits.**

After some research, Steve Olson found a sample administrative ordinance which the Town could adopt. This ordinance was available to supervisors in their packets.

The electors at the Annual Meeting must authorize the electors authorize the Board to proceed. Olson recommended that copies of this sample ordinance be made available to them.

e. **Designating Lyndhurst Bay, Maple, and Salmi as "Rural Residential" Roads.**

Board members voted on Resolution No. 2019-017.

MOTION (Depre/Olson): To approve Resolution No. 2019-017, designating Lyndhurst Bay Drive, Maple Drive, and Salmi Road as "rural residential" roads in accordance with Minnesota Statute 169.14, Subd. 2(a). These roads will have a speed limit of 35 m.p.h. Motion carried.

f. **Designating Brower Drive, Pine Grove Drive, and Bob's Drive as "Residential Roads."**

Board members voted on Resolution No. 2019-018.

MOTION (Depre/Olson): To approve Resolution 2019-018, designating Brower Drive, Pine Grove Drive, and Bob's Drive as "residential" roads, in accordance with Minnesota Statute 169.14, Subd. 2(b). These roads will have a maximum speed limit of 25 m.p.h. Motion carried.

Olson explained that each of these roads must be less than one-half mile.

g. **Amending the Township's List of Certified Roads.**

Board members voted on Resolution No. 2019-19.

MOTION (Olson Depre): To approve Resolution 2019-019, amending Perch Lake Township's List of Certified Roads to Carlton County, by deleting Wilshire Drive, and adding its .10 miles to Brower Drive's .20 miles; thereby giving Brower Drive a total of .30 miles. Motion carried.

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

Chair Gary Harms reported that he will be meeting soon with CAFD Chief Schroeder to discuss changes requested in the Township's recent letter.

i. **Appointments to the BLASD Board.**

Last month, Town Clerk Eames reported that the terms for Wayne Dupuis and Rocky Rennquist will expire on December 31, 2019. According to Article II, Section 2.3.c of the BLASD bylaws, "the Fond Du Lac Reservation Business Committee will recommend their board representation and submit the Fond Du Lac representative name(s) to the Perch Lake Town Board of Supervisors for adoption."

The Town Board sent a letter to the RBC requesting a recommendation to fill these terms, and had received no response as of this date. After some discussion, Town Board supervisors determined that the two terms must remain vacant until they hear from the RBC. In the meantime, Board members asked the Clerk to send another letter (certified) to the RBC requesting their recommendation.

j. **Set a Date for Public Information Meeting for Watkins Spur Road Project.**

Olson reported that Aaron Gunderson, the Assistant County Engineer, had requested a public information meeting during the next two weeks. Therefore, the Town Board scheduled a meeting for January 7, 2020, 6:30, at the Perch Lake Town Hall.

9. **NEW BUSINESS**

a. **New Housekeeping Items.**

None.

b. **MBA Medicare Supplemental Plan for Town Officers.**

Supervisors discussed the plan and found that it was too expensive to be seriously considered.

9. **VISITOR COMMENTS.**

Chair Harms congratulated Susan Seabury for a job well done on the Township newsletter.

10. **ADJOURNMENT.**

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

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair