

December 10, 2018

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

Motions are tagged in bold. Meetings are recorded to facilitate preparation of minutes.

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: Chair Gary Harms, Supervisor Steve Olson, Supervisor Tom DeLovely, Treasurer Cheri DeMenge, and Clerk Lora Eames.

Before going any further, Harms called for a moment of silence in memory of Ray Larson (Lucille), who recently passed away.

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

MOTION (Olson/DeLovely): To approve the December 10, 2018, regular meeting agenda as presented. Motion carried.

3. **MINUTES.**

MOTION (DeLovely/Olson): To approve the November 13, 2018, regular minutes as recorded. Motion carried.

MOTION (Olson/DeLovely): To approve the November 13, 2018, Board of Canvass minutes as recorded. Motion carried

MOTION (DeLovely/Olson): To approve the November 15, 2018, special budget meeting minutes as recorded. Motion carried.

5. **TREASURER/CLERK REPORTS.**

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

Treasurer DeMenge reported a total cash balance of \$365,681.24 for November. In addition, she reported the receipt of the following items from Carlton County:

- \$901.86 for in lieu of tax payments;
- \$23,072.09 for October/November property tax settlement funds;
- A direct deposit form for future checks.

DeMenge announced that the Town's current CD (Certificate of Deposit) with MMCU (Members Cooperative Credit Union) is set to expire in mid-February. She noted that MCCU had the best CD rates, distributed a flyer, and raised possible investment options. Since the new CD cannot be set up before the old CD expires, the Board asked her to bring this up again at the February 11, 2019, Town Board meeting.

MOTION (Olson/DeLovely): To approve the Treasurer's Report as presented with a cash balance of \$365,681.24 for the month ending November 30, 2018. Motion carried.

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

Clerk Eames provided the following reports:

DIFFERENCES IN RECEIPTS & DISBURSEMENTS			
	NOV 2018	YTD 2018	YTD 2017
Receipts	\$240	\$142,027	\$141,155
Disbursements	-6,552	-112,302	-99,720
Difference	\$-6,312	\$29,725	\$41,435
2018 OPERATING BUDGET TO DATE			
Projected Revenues			\$170,556
Revenues Received YTD			-142,027
Not Yet Received			\$28,529
Projected Expenses			\$170,812
Disbursements Made YTD			-112,302
Not Yet Spent			\$58,510

Eames offered to provide a recommendation in January for reserving unused funds from 2018.

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

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

\$ 1,015.11	Claims #4018-#4020 (November)
29,379.71	Claims #4021-#4030 (December)
2,400.74	Regular payroll
<u>\$32,795.56</u>	Total

7. **REPORTS.**

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

Chair Harms reported that the CAFD Board recently approved the purchase of the public safety building (Station 1) on Cloquet Avenue from Cloquet for \$1.00. The District has begun previously-approved building repairs of approximately \$240,000.

Harms announced the District's public hearing for the 2019 Budget and Levy: Thursday, December 13, 2018, at 7:00 p.m., Administrative Office, 2801 Dewey Avenue in Scanlon.

Harms reported that Strategic Planning Committee members met earlier in the day and discussed responses to a survey completed by paid-on-call personnel. The District has posted the survey results on its website at cloquetareafiredistrict.com (December 2018 Agenda Package); and will have its full-time workers complete the same survey in January.

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

Chair Harms reported that he ran into a member of the FDL Reservation Business Committee (RBC) who told him the following:

- The RBC has decided not to sign the JPA (joint powers agreement); and

- The RBC would require the BLASD Board to seek approval for pursuing a separate project crossing tribal lands.

(Harms passed this information to BLASD Chair Fredrickson.) On a related note, Clerk Eames reported that the BLASD Board has received a letter from the RBC which remains unopened. Also the BLASD Board has rescheduled its December meeting from Thursday, December 13, to Tuesday, December 18, 6:30 p.m.

c. **Road and Bridge**

Road Supervisor DeLovely reported that he had received two calls. Enbridge called regarding their plans to complete pipe repair in the Ditchbanks area, near Roads 535 and 536. Carlton County called regarding their plans to delay snowplowing on Watkins Spur until January due to soft road conditions. (DeLovely noted that he could snowplow the road in the meantime.)

DeLovely recommended that the Board could:

- Change Watkins Spur from a "turnaround" road to a "through" road. Of course, the Board would have to obtain an easement to use the neighbor's driveway.
- Could split the improvements (and corresponding costs) over a two-year period.

Supervisor Olson expressed concern about whether Watkins Spur has sufficient road width. (Some of the garages are too close to the road.) However, all Board members agreed that the road requires attention soon and they discussed initial steps for its improvement. Olson offered to speak with Carlton County Transportation first, then Watkins Spur propertyowners who will be affected by the Township's plans for the road.

Resident Keith DePre asked the Board if it would consider assessing residents along Watkins Spur for road improvements. Board members responded that they have traditionally preferred to fund road projects by saving funds ahead of time, instead of through assessments.

8. **OLD BUSINESS**

a. **Old Housekeeping Items.**

Some time ago, the Supervisor DeLovely asked Chris LeBrasseur from Black Diamond Electric, Inc., (Sawyer) to install exterior lights above the building letters on the Town Hall. DeLovely reported that LeBrasseur has been too busy to set an installation date.

b. **Approval of Final Draft of 2018 Winter Newsletter.**

Board members reviewed and approved a final draft of the 2018 Fall/Winter Newsletter.

MOTION (Olson/DeLovely): To approve the 2018 Fall/Winter issue of the Perch Lake Township Newsletter dated December 14, 2018. Motion carried.

c. **Reappointment of Chris Rousseau to BLASD Board.**

Board members had previously received an email BLASD Chair John Fredrickson supporting the reappointment of Chris Rousseau to the BLASD Board.

MOTION (DeLovely/Olson): To approve the reappointment of Chris Rousseau to a full three-year term on the BLASD Board, beginning January 1, 2019 and expiring December 31, 2021. Motion passed.

d. **Approval of 2019 Operating Budget.**

MOTION (Olson/DeLovely): To approve the 2019 Perch Lake Township Operating Budget Document, dated December 14, 2018. Motion carried.

e. **Ordinance to Regulate Utility Work in Township Road Rights-of Way.**

Board members previously discussed an ordinance one year ago and last month. This time, they agreed (by consensus) to review sample ordinances from other municipalities. Therefore, they instructed the Clerk to place this on January's agenda and ask Troy Gilchrist, the Town's Attorney, to send sample ordinances for consideration.

f. **Fallen Building, 3165 Maple Drive**

Building Address: 3165 Maple Drive
Parcel ID: 92-170-0160
New Owner Neil McPhail

Board members discussed the complaint they had received in June regarding McPhail's fallen building. (Reportedly, the roof has caved in, but the walls are standing.) Olson provided a draft procedure for communicating with propertyowners about their dangerous structures. Board members agreed (by consensus) to have the Town's Attorney review these procedures. In the meantime, they agreed to the first step of sending McPhail a letter. (The Clerk will provide a draft letter for consideration in January.)

9. **NEW BUSINESS**

a. **New Housekeeping Items**

None.

b. **Enbridge Driveway Permit.**

Road Supervisor DeLovely reported that he had received a call from Enbridge regarding the need for a permanent drive access for a Line 3 Replacement valve site in the Ditchbanks area. He submitted the required application and \$50 check for processing.

MOTION (Olson/DeLovely): To approve the Enbridge application for a permanent drive access for a Line 3 Replacement valve site. Motion carried.

10. **VISITOR COMMENTS.**

None.

11. **ADJOURNMENT.**

Chair Harms thanked Supervisor DeLovely for his service on the Town Board. (This was DeLovely's last meeting as a supervisor.) Then, Harms adjourned the meeting at approximately 8:15 p.m.

Respectfully submitted,

Approved by Town Board

Lora Eames, Clerk

Gary Harms, Chair