

**December 14, 2020**

**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. with a roll call.

Members: Chair Gary Harms, Supervisor Steve Olson, Supervisor Keith DePre, Treasurer Cheri DeMenge, Clerk Lora Eames

Harms announced that the meeting would be held virtually. Supervisor Steve Olson provided instructions for those calling in remotely to the meeting.

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

**MOTION (Olson/DePre):** To approve the December 14, 2020, agenda with the following additions under Old Business:

- 8e-Letter granting Enbridge permission to maintain to Township Road 535 and Township Road 536 while they are working on Line 3.
- 8f-Motion authorizing an Army Corps of Engineers permit for wetlands on Watkins Spur.

Motion carried. Roll call: Harms-yes, Olson-yes, DePre-yes.

**3. REVIEW AND APPROVAL OF MINUTES.**

**MOTION (DePre/Olson):** To approve the November 9, 2020, regular meeting minutes as recorded. Motion carried. Roll Call: Harms-yes, Olson-yes, DePre-yes.

**MOTION (Olson/DePre):** To approve the November 12, 2020, Board of Canvass meeting minutes as recorded. Motion carried. Roll call: Harms-yes, Olson-yes, DePre-yes.

**4. TREASURER/CLERK REPORTS.**

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

Treasurer Cheri DeMenge provided the Treasurer's Report for November.

**MOTION (DePre/Olson):** To approve the Treasurer's Report as presented with a cash balance of \$380,094.10 for the month ending November 30, 2020. Motion carried.

Roll call: Harms-yes, Olson-yes, DePre-yes.

DeMenge discussed the Board's options for renewing a two-year Certificate of Deposit, held with Members Cooperative Credit Union, set to expire in February 2021. After some questions, Board members postponed the discussion until January 2021.

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

Clerk Eames provided no budget report for this meeting, explaining that she had not had time to prepare one.

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

**MOTION (Depre/Olson):** To approve payment of the following claims. Motion carried.  
Roll call: Harms-yes, Olson-yes, Depre-yes.

\$ 2,466.29	Late claims list for November 2020 Claim #s 4427-4428
10,220.66	Regular claims list for December 2020 Claim #s 4437-4442
2,021.95	Officer payroll for December
908.13	Employee payroll for December
<u>\$15,617.03</u>	Total

6. **REPORTS.**

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

Chair Harms reported on two items:

- District Chief Matthew Ashmore has been on board for two weeks. In fact, the Pine Journal ran an article on December 10, 2020, welcoming Ashmore to the community.
- The District held its “Truth in Taxation meeting,” on Thursday, December 10, 2020, during a virtual meeting.

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

Supervisor Depre reported that BLASD Chair Fredrickson sent a letter to the USDA Rural Development, notifying the agency that the BLASD has voluntarily released its grant and loan funds back to USDA. He had nothing new to report.

c. **Road and Bridge.**

(1) Miscellaneous:

Olson reported that he:

- Reviewed the draft road ordinance from Town Attorney Gilchrist, and found that the document made propertyowners responsible for damaged or compromised culverts. This is not what the Town Board discussed last month – the Township will replace such culverts.
- Worked on a road and bridge article for the newsletter.
- Worked on an RFP (Request for Proposals) for surveying nonplatted roads.
- Responded to a call from Bob Lund, 1075 Reponen Road, regarding an accident on that corner. The vehicle failed to make the 90-degree corner. Bob Lund reported that this has happened many times. Olson recommended improving signage including a 20-mph advisory speed.

(2) Road Maintenance:

Olson reported that Tom DeLovely did brushing on Salmi, Kotiranta, and Reponen; and limbing on Bergman, Strand, Lake, and Lakeview. Olson commented that Reponen looks better now, and that he would like to remove at least one row of pine trees on Bergman after recording the road.

- (3) Enbridge:  
Olson reported the Enbridge requested (i) permission to add material to Township Road 535 and Township Road 536; and (ii) the width of the roads. DeLovely forwarded partial documents to Olson for review. (One road is 4 rods.)
- (4) Watkins Spur  
Olson reported that he had received:
  - maps for the proposed alignment for Watkins Spur; and
  - the US Army Corps of Engineers application for a permit.

## 7. **OLD BUSINESS**

### a. **Old Housekeeping Items**

- a. Chair Harms discussed recent Town Hall improvements completed by Al Soukkala – the building of a wooden cabinet to encase the new TV monitor; and the assembling of a conference table and chairs to accommodate social distancing.

### b. **Discussion of Perch Lake Township’s Draft Right-of-Way Ordinance (prev. tabled)**

Olson recommended the tabling of the ordinance until next month. He will have to contact Town Attorney Gilchrist again to discuss what is needed.

### c. **Discussion of Operating Budget for 2021.**

**MOTION (Olson/Depre):** To approve the 2021 Operating Budget as presented from the Special Budget Meeting held October 13, 2020. Motion carried. Roll call: Harms-yes, Olson-yes, Depre-yes.

### d. **Set Dates for Public Meetings.**

- (1) Recording legal descriptions for Bergman Road, Cedar Lake Road, Hardwood Lake Road, Reponen Road, Strand Road, and Salmi Road.

Supervisor Olson reported that the Town Board is not ready to move ahead with recording these descriptions until it has completed the following steps:

- Check to see if each road was previously recorded.
- Ask each adjacent landowner to sign a claim waiver. (Otherwise, the Township may have to compensate them for the width of the road on their property.)

- (2) Road Ordinance.

Board members decided to table this matter until after a discussion about the ordinance next month. (They are waiting for the correct language on culverts.)

- (3) Watkins Spur Project.

Board members discussed arrangements for a public information meeting for Watkins Spur residents. Olson said he would have someone from the County attend and have maps available. Supervisors asked the Clerk to publish a notice in the newspaper, post the meeting, and send notices to residents.

**MOTION (Olson/Depre):** To hold a special public meeting on Zoom regarding the Watkins Spur Project, on Tuesday, February 10, 2021, 7:00 p.m. Motion carried. Roll call: Harms-yes, Olson-yes, Depre-yes.

e. **Enbridge Letter**

**MOTION (Depre/Harms):** To approve a letter authorizing Enbridge crews to make improvements to Township Road 535 and Township Road 536 to access rights-of-way for Line 3 and 4 projects and valve stations. Motion carried. Roll call: Harms-yes, Olson-yes, Depre-yes.

f. **Army Corp of Engineers Wetlands Permit**

**MOTION (Depre/Harms):** To approve the permit for the Watkins Spur project. The project will qualify for the wetlands bank and the County Engineer (Will Bomier) will act as the agent. Motion carried. Roll call: Harms-yes, Olson-yes, Depre-yes.

8. **NEW BUSINESS**

a. **New Housekeeping Items.**

None.

b. **Required each year by MN Statute 204B.16: Motion Approving Res. No. 2020-015, “Designating Annual Polling Place.”**

**MOTION (Depre/Olson):** To approve Res. No. 2020-015, designating the Township’s legal polling place for 2021 elections (if any) as the Perch Lake Town Hall, 2779 Big Lake Road, Cloquet, MN 55720. Motion carried. Roll call: Harms-yes, Olson-yes, Depre-yes.

c. **Review RFP (Request for Proposals) to Develop Legal Descriptions for Nonplatted Roads.**

Supervisor Olson reported that the Township will seek another surveyor to develop legal descriptions for recording nonplatted roads. However, he asked the Board to table approval of the RFP until next month, explaining that he must research records at the Recorder’s Office to be sure the roads being surveyed were not recorded.

9. **VISITOR COMMENTS.**

None.

10. **ADJOURNMENT.**

Chair Harms adjourned the meeting at approximately 7:45 p.m.

Respectfully submitted,

Approved by Town Board

---

Lora Eames, Clerk

---

Gary Harms, Chair