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Lutsen Township Board Meeting Minutes
December 17, 2024
Lutsen Town Hall

Present: Carl Friesner, Chris Homyak, Lolli Cooper, Sharon Hexum-Platzer, Ashley VanDoren, Steve Duclos, Samantha Mcquatters-Spangle

Call to Order: Meeting called to order by Chairperson, C Friesner at 7:00 pm.

Approval of Agenda: C Friesner made a motion to approve the December agenda, C. Homyak seconded. Motion passed.

Approval of November Meeting Minutes: L Cooper made a motion to accept the meeting minutes, C Friesner seconded. Motion passed.

Commissioner's Report: (Ginny Storlie)

- Commissioner Storlie attended the association of Minnesota county annual conference in Bloomington which had a great turnout; multiple workshops were held and Cook County MN was awarded as county of the year by management services or MCIT.
- December commissioners meeting; including in the full agenda was a thank you to two persons leaving their positions. Stacy Johnson who has served as a Cook County commissioner and Molly Hicken who served as an attorney.
Commissioners meeting had emergency manager presenting an update with the firewise program; a program that has stationed in Cook County for many years that advises safety needs to local properties. Recently it has been advised to be unproduction to continuously advertise for new seasonal hires every year and will be better suited to outsource the program to a third party; Paramount Planning Group would be charged with employing, training and maintaining the program in Cook County. All payment is currently accounted for with grant money so there will be no monetary change of cost.
- Cook County will post for a new administrator; using a third-party company David Drown Associates or DDA for the hiring process and job posting.
- The Hamilton sisters and tiny home builders recently received funds from IRRRB with the intent to build tiny 8 homes on land donated by the Cook County commissioners at the end of Creech Ville Rd in Grand Marais behind the recycling center.
- Director for HRA housing Jason Hale will be leaving in a few weeks and intends to stay on until a the position is filled with anticipation for that to happen in mid January 2025.
- Many companies and townships including Lutsen have submitted a letter of support for additional funding for Gitch Gami Trail extension.

Eagle Brook Church Donation: (Brad Sullivan)

- **Clerk's Report:** S. Mcquatters-Spangle **Deputy Clerk:** S. Hexum-Platzer
1. Correspondence: 10 voice mails redirected to required sources; 5 new town hall rentals, 2 tours; Emails-City of Grand Marais Weekly Update; Notice of Public Comment Period: 2024 CAPER and PER; Special Assessment Search, forwarded to planning and zoning; Iron Range Resources & Rehabilitation; Minnesota Housing Home Program Funding; Minnesota Housing Family Homeless Prevention and Assistance Program Funding; Invitation: 2024 Annual Conference of the MN Association of Townships; forwarded to supervisors; American Flag at Half-Staff; forwarded to fire chief; Magnum delivery; send to fire chief for order delivery; FHPAP RFP Application FAQs and Deadline Reminder; PERA updates; City of Grand Marais Weekly Update; Community Input Session on Housing Needs in Cook County-forwarded to supervisors; Citizen request to clarify increase in Lutsen levy; Cook County Board of Adjustment - 18 Dec 2024-forwarded to supervisors; Boundary Waters Canoe Area Wilderness (BWCAW) Quota Permits;

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Arrowhead Area Agency on Aging Dec. update;

- Gitchi Gami bike trail letter of support
- Plowing/ Sanding contracts signed
- New account set up at Cook County home center
- Township Tuesday zoom meeting
- Microsoft renewal (fire, treasurer and clerk)
- PERA Guide to Reporting Salary webinar
- Inventory/orders placed
- Election Judge training for 2 residents
- Notice of filing for 2025 election

2.

Treasurer's Report: Deputy treasurer Philip Creighton: As of November, 2024;

North Shore Federal Credit Union-Checking \$235,155.60 General Building Fund-savings \$35,558.93; Fire/EMS truck fund \$151,301.97 totaling \$422,375.92; CD investments;

- 29-month CD at Grand Marais State Bank \$100,000.00
- 5 year CD at Grand Marais State Bank not yet set up
- 200,391.47 in CD's still acquiring interest

Total funds including CD investments \$622,407.97

Year to Date Receipts \$236,823.62; Year to Date Disbursements \$308,213.78.

2024 General town Budget \$41,450.00, 2024 Fire District Budget \$201,645.00 for a total budget of \$243,095.00.

2024 General town Levy \$30,000.00, 2024 Fire District Levy \$145,000.00 for a total 2024 Levy of \$175,000.00

C Friesner made a motion to accept the treasurer's report. L Cooper seconded. Motion passed

Researching additional CDs to invest in at both banks currently used by the township treasurer VanDoren found that the Grand Marais State Bank special has now changed from 4.75% over five years to now 4.75% for 7 months.

Because the previous motion specified for the five-year plan treasurer VanDoren held off on initiating the new CD.

Supervisor Homyak made a motion to put \$100,000 from the current truck fund into a 7-month CD at 4.75% at Grand Marais State Bank. Supervisor Friesner seconded. Motion passed. Supervisor Friesner also advised that once this CD matured if the same special is still active to reinvest into the CD.

Review and Approval of Claims:

- Clerk S. Mcquatters-Spangle provided the invoiced December Claims. Details; 10 claims for a total of \$21,598.08 This included \$2,093.35 for EMR training. \$808.01 for building material for the townhall shed and printer supplies for the townhall/firehall. \$17,440.70 for turnout gear for fire and EMS
C Friesner made a motion to approve claims, C Homyak seconded. Motion passed.
- Clerk provided December payroll; 19 Claims for a total of \$9,947.50. This includes 4th quarterly fire/EMS pay
C Homyak made a motion to approved payroll. L Cooper seconded. Motion passed
- Claims approval and Payroll distributions were signed by Supervisors; copies are on file in the town office.

Fire and EMS Chief's Report: (Steve Duclos)

- Over the last month Lutsen emergency response teams received 3 fire calls and 3 EMS calls totaling out the year at 37 fire calls and 62 EMS calls
- Fire crew received the new Draeger air packs to replace the failing ones; fire crew reported them to lighter and easier to handle including a speaker for communication, the large packs ride on the hips instead of the shoulders; The older air packs will be given to Hovland for training and classes.
- Training included small engine, new air packs, pre-planning Arrowhead building and other outbuildings

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- Fire chiefs meeting included an update that the county received a grant and will be trading out older radios for BK ARMOR radios. Most other townships and services besides the sheriffs will start trading in the Motorola platform. The townships will still need to buy the speaker mics; to avoid the extra fees Lutsen fire intends to trade in the 10 newer radios currently with speaker mics to receive back 10 newer brand radios with speakers. Each radio is registered to a specific person and is required to return a current radio to receive a new one. Fire chief Duclos did advise that we should be replacing the home base or truck radios in the coming years; it currently is a line item on the township budget.
- Lutsen fire election nominations; Junior Caption incumbent Brandon Gillespie is running unopposed; Fire secretary incumbent Greg Muller is running unopposed; assistant secretary Chris Homyak is running.
- Clearview donated a new K drill to fire department
- Recent discussion about who can call sanding services for Lutsen townhall; it was advised that any of the supervisors, fire crew Duclos, Tim and Kartes should have the authority as well. Supervisors all agreed.

Supervisors' Report:

C Friesner:

- Talked with Patrick Reeves about voluntarily plowing the Lutsen Gitch Gami Trail for the season; from Arrowhead electric to the bottom of ski hill road.
- Talked with Patrick Reeves about sanding the townhall parking lot
- Installed snow fences on the broken parts of the ball park

L Cooper:

- Waiting for contact with WTIP for monthly interview
- Waiting for a response from Mr. Keyport on emergency management

C Homyak:

- Talked with MATIT about the insurability for the fire hydrants located in Lutsen; currently waiting for a response

Old Business:

- Consideration to make Lutsen township suitable for emergency shelter; generator. (Discussion located under commissioner report) ***Supervisor Friesner will contact Hank and Mal on getting a slab poured and possibly getting the generator ordered. Will call and talk to North shore plumbing about connecting generator to building needs and heating requirements; Supervisor L Cooper will be the main contact for Mr. Keyport about his hazard mitigation request.***
- Review of townhall insurance and look into new insurance companies. Supervisor agreed that MATIT has been more responsive as of late and we will continue with the current insurance.
- Overhead garage fire bay doors damaged; **first downpayment sent to Overhead Door Company; Supervisor Homyak will reach out to get an ETA on installation.**
- Request for Lutsen township to take over ownership of Lutsen fire hydrants; **Supervisor Homyak has reached out to MATIT on logistics and liability of ownership; currently waiting to hear back.**
- Citizen request for installation of personal convection oven at town hall kitchen; Tabitha Blanchard requested discussion about installing a personal high end convection oven she has received through a grant to help grow her cottage license baking business but currently does not have the space to house and would require a 240 outlet or a normal oven outlet which the townhall kitchen currently has. The Supervisors main concerns:
 - Energy output if substantial; how often will the oven be run and duration? For the winter season anticipated usage would be either once a week or once bi-weekly for 1 to 2 hours at a time with the timeframe usually being 6-8AM.
 - Rental fees and agreements; how often will the space need to be used and how will it work around other rentals? Currently the programs available at the community center in Grand Marais will charge \$10 an hour; supervisors agreed that \$10 an hour seemed reasonable for such a short rental time.

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- Liability; What type of insurance is needed to cover the object and liability for the building should anything go wrong? Musty Barnhart policy that was required for the entrepreneurship program though the cook county community center that is still active that Tabitha will have email to the supervisors to review and any address can be added onto this policy. This would be an oven only to be used by the Ms. Blanchard and a blocked off at other times.

Supervisors agreed that once the insurance is reviewed and verified; Supervisor Homyak will review and have MATIT help to advise any needed changes.

- Town hall rental questions on behalf of Sillman's; Not in attendance and will continue discussion at a later time Currently renting out the townhall on most Sundays for an Eagle brook church viewing group asked if they could except a gift donation of a sound bar for the TV from Eagle Brook Church and mount to the wall under the TV? The board asked for clarification of this donation, would it be to the rental group for personal use of only the Eagle Brook Church group or if this donation would be to the township and there for available to all rental and township use? Liability would be the main concern in case the sound bar becomes damaged and should need replacing at any point.

New Business:

- New account set up at Cook County Home Center; Fire chief requested setting up a new account as the home center tends to have more selection and better rates. Discussion on who can sign; Fire Chief and officers and supervisors should have availability. Supervisor Friesner made a motion to set up a township/Fire department account at Cook County Home Center in Grand Marais. Supervisor Homyak seconded. Motion passed.

Donations: Dana Grosslein, Thank you!

C. Friesner made a motion to accept, Copper seconded. Motion passed.

Citizen Comments: Sharon Hexum-Platzer; A newer resident is offering at both The Hub in Grand Marais and Lutsen townhall a 5-session metabolic health discussion after bone builders for those interested either Monday or wed. for 45 minutes in January. The covers the importance of how what we eat does affects us; **Supervisors agreed**

- Trailbreakers; superintendent and foreman visiting the site of the fallen snowmobile bridge in Lutsen. Anticipating the construction to begin in January 12, 2025 with hopes of finishing in the middle of February 2025. IRRRB, DNR grants and donations are now totaling \$526,000 for the completion of the snowmobile bridge.

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and the meeting was adjourned at 8:22pm

Respectfully Submitted,

S Mcquatters-Spangle; Townhall Clerk

Carl Friesner; Chairperson