

Lutsen Township Board Meeting Minutes
February 18, 2025
Lutsen Town Hall

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

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

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

Approval of Audit and Budget Meeting Minutes: L Cooper made a motion to approve the Audit and Budget meeting minutes, C. Homyak seconded. Motion passed.

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

Commissioner's Report: (Ginny Storlie)

- 4 finalists have been selected to continue interviews for the replacement of Jason Hale as Administrator; the continued interviews will commence on March 5, 2025
- The last week of February Cook County Commissioners will be meeting in St. Paul to visit with legislators and senators; specifically, senator Hauschild and Skraba; planned meetings to also take place in Cook County later on in March to talk with County representatives.
- Plans have started to be discussed with the developments of Taconite Harbor; currently 3 stages have been set. The first stage will be identifying stakeholders and checkmark the important factors; team building activities and host an open house. Disassembling of the old Taconite Harbor building will continue throughout the winter season.
- Public Health accepted \$383,000 to go towards childcare in Cook County over the next two years; March meeting will discuss the best way to use the money to better service the residents of Cook County.
- Sheriff Eliassen updated to commissioner on installation of body cameras in Cook County for the 14 deputies and why it is beneficial. Body cameras can verify claims and protect both the deputies and other parties involved; the deputy department has been saving over the last few years to acquire the body cameras and anticipated updates in the technology to happen a handful of years down the line. A public hearing will take place in March open for comments and discussion along with guidelines set up by attorney Peterson.
- Ribbon cutting for the new bridge installation / replacement of the bridge lost on the snowmobile trail in Lutsen. Trailbreakers spearheaded the lobbying, development and construction of this replacement bridge after a major washout destroyed the old one.
- Chief Duclos requested commissioner Storlie help to contact someone to remove a broken culvert marker on Caribou Trail below the Jonvick Creek Road that poses a serious risk for snowmobilers and has had reports of people running into it on multiple occasions. Commissioner Storlie will inform Robbie and make sure it gets removed.

Clerk's Report: S. Mcquatters-Spangle **Deputy Clerk:** S. Hexum-Platzer

Correspondence: Correspondence: 2 townhall rentals booked, 4 calls forwarded; Entire United States - Full-Staff Alert - Inauguration Day, 2025 Point-in-Time population Count; forwarded to supervisors, Proposed Amendments to Cook County Wind Energy Conversions Systems Ordinance Number 63, USDA Forest Service-Superior NF: North Country National Scenic Trail Thru-Hikers in BWCAW Permitting Update/News Release, Upcoming PERA Webinar Feb. 27: Maintaining Member Records, OSA Weekly Update, City of Grand Marais Weekly Update, 5 U.S. Flag Half-Staff Days for 2025, Mr. Sillman was informed of the approval of sound bar donation; thanked everyone for their time is getting it approved, AAAA Newsletter, February Update, Papa Charlies - Fire Alarm System – Drawing Review Confirmation; forwarded to fire crew, FEMA GO Quarterly User Focus Group Webinar, Fire State Aid and Police State Aid Form Deadline Approaching; forwarded to fire crew, Tabitha's insurance information received and filed; email sent informing her on access to building and log information once the oven is installed, CCHE February Newsletter, MAT CCHE

February Newsletter, USDA Forest Service: Superior NF Reminder for Public Comment on Fernberg Project to Improve Vegetation Conditions in and Adjacent to the BWCAW, FEMA GO Enhancements Release Newsletter - February 2025, Follow up from the Project REACH Webinar, March Public Hearing Notice- Cook County Board of Adjustment; forwarded to supervisors, TV account issues reviewed and resolved, Apply for Publicly Owned Housing Program Funding, Cook Co. Subdivision & Zoning Ordinance Draft Proposed Amendments; forwarded to supervisors, AED and pads ordered for fire crew, Excess items in the kitchen consolidated

- A. 2 Election judges trained
- B. Audit Budget meeting
- C. LBAE new meeting assigned
- D. Posting Annual Meeting/ LBAE meeting/ Local Election
- E. Worked with State Auditor office to CTAS questions
- F. Posted preliminary budget online
- G. Revised meeting dates form posted
- H. Township Tuesday Zoom meetings attended
- I. MATIT worker compensation audit completed
- J. AED battery and pads ordered for townhall use

Treasurer's Report: Deputy treasurer Philip Creighton: As of January 31, 2025;

North Shore Federal Credit Union-Checking \$185,528.34; General Building Fund-savings \$35,765.00; Fire/EMS truck fund \$51,536.08 totaling \$272,829.42; CD investments;

- 7 Month CD at Grand Marais State bank-\$100,000 at 4.5%
(The 7 Month CD accrued interest will not show until the CD matures because of the short length of time but is earmarked to return to the fire truck fund)
- 13 Month CD at Grand Marais State bank-\$100,391.47 at 4.6%
- 29 Month CD at Grand Marais State bank-\$104,512.33 at 4.5%

Total funds including CD investments \$577,733.22

Year to Date Receipts \$10,126.35; Year to Date Disbursements \$113,178.62.

2025 General town Budget \$40,850.00, 2025 Fire District Budget \$363,795.00 for a total budget of \$404,645.00.

2025 General town Levy \$40,000.00, 2025 Fire District Levy \$300,000.00 for a total 2025 Levy of \$340,000.00.

Treasurer VanDoren let the board know that the 13-month CD matured on February 16 of 2025 and be returned to the checking account. The annual truck fund transfer for \$30,000 from one the checking account to the truck fund account is in the February claims and the building fund payment will be due in June/July.

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

Review and Approval of Claims:

- Clerk S. Mcquatters-Spangle provided the invoiced February Claims. Details; 14 claims for a total of \$41,544.69 This included \$2,441.34 to Macqueen for fire turnout gear including helmets. \$1,817.18 to the townhall credit card to purchase new rugs, AED battery pad for both townhall and fire/EMS crew, \$30,000 to transfer into the truck fund account, \$4,277.00 to Overhead door for the installation of the fire bay garage door after one was damaged.

C Homyak made a motion to approve claims, L Cooper seconded. Motion passed.

- Clerk provided February payroll; 6 Claims for a total of \$2,998

C Homyak made a motion to approved payroll. C Friesner 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)

- EMS responded to 4 calls and Fire responded to 2 calls
- Fire relief association motion to donate a large \$20,000 donation check from Johnson Foundation that is not earmarked yet to Lutsen Township after the township make a large \$100,000 purchase of new air packs for the fire/EMS crew.

- Training included ladder testing, truck checks and preplanned practice at Cascade Lodge with mutual aid; Tofte and Schroeder fire departments.
- Nitro training with EMS; Lutsen is once again carrying nitro
- Brandon Gillespie attended Building the officer training as a captain and Kasia attended leadership training in Detroit Lakes.
- 3 New batteries and pad ordered for truck AED's
- New hydraulic ram orders; struts are still in transit
- EV blanket to be ordered this next month
- New hoses for air packs ordered which can connect bottles together and equalize them
- Chief Duclos attended the quarterly chief meeting
- North Shore Health foundation opted not to do a block grant for the fire departments anymore
- Spring training near the end of March will take place with hazmat training, rope training and helicopters on site
- Request to add budget line to replace the defibulator on the EMS truck in about 5 years and a line item to start saving for a new LUCAS compression machine in 8/10 years. **Treasurer VanDoren will note these line items for the annual meeting.**
- Request for new faucet in fire meeting hall as theirs is currently leaking a lot; **Supervisor C Friesner will work on replacing the faucet.**

Supervisors' Report:

C Friesner:

- Talked Chief Duclos about fire relief check donation and what supplies the fire department might need
- Worked with fire and supervisor on placement of the personal convection oven and reworking kitchen layout
- Worked with Phil Crieghton on the development of the new township website
- Attended the Audit and Budget meeting for Lutsen township

L Cooper:

- Reviewed the emergency management discussion points sent by Mr. Keyport
- Worked with WTIP on representing Lutsen township

C Homyak:

- Attended the long-awaited Ribbon Cutting ceremony for the new snowmobile bridge in Lutsen after development and construction was spearheaded by Sharon Hexum-Platzer and the trailbreakers
- Attended the Audit and Budget meeting for Lutsen township
- Continued correspondence with insurance and representatives about the request to take over ownership of fire hydrants in the Lutsen area.
- Talked with representatives from EDA lobbying for things for Cook County like a change to North Shore Health reimbursements; bonding money for the waste water in Grand Marais and adjusting the definition on seasonal employees for paid family medical leave.

Old Business:

- Consideration to make Lutsen township suitable for emergency shelter; generator. (Discussion located under commissioner report). Sharon Hexum-Platzer donated vacuum seal bags and a few blankets to the township to go towards the emergency shelter. **Supervisor Friesner will contact Hank about buying the generator and requested the clerk to buy a few totes for safety storing items like blankets; Supervisor L Cooper will be the main contact for Mr. Keyport about his hazard mitigation request.**
- Request for Lutsen township to take over ownership of Lutsen fire hydrants; ownership of all the space although currently taken care of by the water association is not yet determined as multiple entities invested in the pipeline and hydrants. Who all has the right to request sale is not entirely clear at the moment. Supervisor Homyak has reached out to MATIT on logistics and liability of ownership which have stated they will not insure because it is connected to an underground pipeline. Further inquiries will be made the Cook County on their

maintenance and contracts. **C Homyak will continue to inquire with the County and other insurance possibilities along with inquiring all ownership currently in place for hydrants and pipelines.**

- 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. As the oven only requires a standard oven outlet which is easily accessible in the open space near the current oven only one shelf will need to be moved. Supervisors plan rearrange the layout of the kitchen to better accommodate the convection oven. **Sharon Hexum-Platzer will inquire about having someone cut out part of the corner counter in the kitchen to relocate the fridge and Supervisor Friesner will work with fire crew to move the rather large oven from the fire bay into the kitchen.**
- Insurance update for broken fire bay garage door; the final invoice was approved and disbursed on February 18, 2025 and once it is cashed and proved the insurance claim can be closed.
- New web design for township suggested. Deputy treasurer Philip Creighton presented the topic of a new web design and layout for Lutsen township as the current webpage is about 10 years old and outdated. Philip offered to meet with one of the supervisors to go put together a plan for budget, proposed changes, pay layout and page design to be presented at the March monthly meeting. The only stipulation Philip mandated was that once the page is approved, designed and personnel trained he would not be tasked with maintaining the page on a daily basis. Supervisor C. Friesner worked with development and will be requesting photos of places and personnel to add the website. **The new model will be presented to the town board at the March meeting for approval and any changes that may need to be made.**

New Business:

- Approval of election judges for the local March 11, 2025 election; Randee Jensen, Stacy Scheiblaue and Sharon Hexum-Platzer. **C Friesner Made a motion to approved the election judges; L Cooper seconded. Motion passed**

Donations: Fire Chief Duclos donated a printed sketch of Lutsen Resort to be hung in the townhall. **Supervisor C Friesner made a motion to accept the donation. C Homyak seconded. Motion passed.**

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and the meeting was adjourned at 8:04pm

Respectfully Submitted,

S Mcquatters-Spangle; Townhall Clerk

Carl Friesner; Chairperson