

Canosia Township

4896 Midway Road
Duluth, Minnesota 55811
Voice/Fax 218-729-9833

Town Board: Chair Kurt Brooks, Supervisor Kevin Connick, Supervisor Dan Golen
Clerk Susan Krasaway, Treasurer Cheryl Borndal

REORGANIZATION MEETING MINUTES

March 27, 2017

ATTENDING: Supervisors Kevin Connick, Kurt Brooks, and Dan Golen, Clerk Susan Krasaway, Treasurer Cheryl Borndal and Road Foreman Gary Oswell. Chair Connick called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

SELECT CHAIR & VICE-CHAIR

Motion by Connick, seconded by Golen, selecting Brooks as Chair for the coming year.

Discussion: last year the board established a policy in which the chairmanship would be rotated annually, with the chair preferably being in at least the third year of his/her term. Motion carried unanimously, 3 – 0.

Motion by Golen, seconded by Brooks, nominating Connick as Vice-Chair. Motion carried unanimously, 3 – 0.

SUPERVISOR DESIGNATIONS

Connick and Golen volunteered to remain as designated representatives to Joint Airport Zoning Board. Brooks and Treasurer Borndal will remain on Fire relief.

The supervisors were all in agreement on the following assignments:

- Brooks: Town Administration, Fire Dept., Cemetery, Recycle.
- Connick: Roads, AIS inspections
- Golen: Rec area

The supervisor assigned to each department will act as the lead contact person, but major decisions will come before the board for pre-approval whenever possible. If it is not possible, the assigned supervisor can authorize/spend up to \$1,000. For roads (as decided in July of 2016), the Road Supervisor spending authority is \$5,000 between meetings for emergency situations or routine maintenance that does not warrant an RFP.

At the April regular meeting, the board will schedule their spring Road Tour; the tour will give them a chance to check out our planned projects, examine potential trouble spots and begin planning long-term goals.

GOALS & PRIORITIES

The board updated the Goals & Priorities worksheet with the following changes: Remove “Apron Project”; Add “Establish CD3 Station” and “Identify uses of the \$50k ISD money” (i.e. level/replace dugouts, paint the ice rink, level out back soccer field). The supervisors were not in agreement on the WLSSD Planning Assistance Grant so it was not added.

Blacktopping the town hall parking lot will remain on the goal list. Comnick read an email from MAT, stating that Road & Bridge funds could legally be used for the project as long as it was not gas tax money. However, to be safe, the township would likely transfer surplus road & bridge money to the general fund to cover the cost if the project moves forward.

“Selling the Fire Vehicle” will remain a short-term goal and will be added to the regular meeting agenda for April. Brooks recommended using a “sealed response” process in which the sale is published, open to anyone, and all sealed offers are opened at a town board meeting.

MEETING SCHEDULES

Motion by Brooks, seconded by Golen, to adopt the May 2017 – April 2018 schedules for the Town Board and Planning & Zoning Commission meetings. Discussion: the town board meetings will again take place on the first Wed. of each month at 7 p.m., The P&Z meetings will take place on the second Wednesday of each month. The only exception will be July of 2017: the town board will meet on July 12 and P&Z on the July 19. Motion carried unanimously, 3- 0.

WAGES

Motion by Comnick, seconded by Golen, to raise the following wages: Clerk and Treasurer to \$20/hour (had been at \$18.50 since 2013), Road Foreman to \$19/hour (had been at \$17 since 2013), and Groundskeeper to \$12/hour (had been at \$10 since at least 2012). Discussion: Comnick expressed his gratitude for the employees’ efforts in making the township run efficiently. Brooks expressed some hesitation in the increased expenditures (the board estimates this will cost the township a few thousand dollars more annually). The meeting rate will stay the same. The board will need to approve a resolution next meeting to make the changes official, effective April 6. Motion carried unanimously, 3 – 0. The clerk and treasurer expressed their gratitude for the pay increase.

OTHER: NEWSPAPER, BANK, SIGNATURES

Motion by Comnick, seconded by Golen, to designate the Duluth News Tribune as the official newspaper. Motion carried unanimously, 3 – 0.

Motion by Golen, seconded by Comnick, to designate North Shore Bank as the official township bank. Motion carried unanimously, 3 – 0.

The board signed the MAT form updating our contact information.

Motion by Brooks, seconded by Golen, to adjourn the Reorganization Meeting at 6:49 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,

APPROVED:

Susan Krasaway, Clerk
April 5, 2017

Kurt Brooks, Chair
April 5, 2017