

Canosia Township

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

Town Board: Chairman Scott Campbell, Supervisor Kevin Connick, Supervisor Jeff Lundholm
Clerk Susan Krasaway, Treasurer Angela Christianson

REGULAR MEETING MINUTES

August 6, 2014

ATTENDING: Chairman Scott Campbell, Supervisor Kevin Connick, Supervisor Jeff Lundholm, Clerk Susan Krasaway, Treasurer Angela Christianson, Road Foreman Gary Oswell, Recycle Shed Attendant Deanna Nordeen, Fire Chief Gene Stevens, P&Z Director Tim Walburg and 16 residents.

Chairman Campbell called the meeting to order at 7 p.m., and the pledge of allegiance was recited.

APPROVAL OF AGENDA, MINUTES AND TREASURER'S REPORT

- A. **AGENDA:** Motion by Lundholm to approve the agenda. **Discussion:** In regards to "Public Input - B. Mader Variance Concern", Supervisor Connick said the board should stay out of the decision made by the Board of Adjustment. Chairman Campbell said the item would remain on the agenda and the Maders would have their chance to speak. Motion carried unanimously, 3-0.
- B. **MINUTES:** Motion by Connick, seconded by Lundholm, to approve the regular meeting minutes (7/2/2014). Motion carried unanimously, 3 – 0.
- C. **TREASURER'S REPORT**
1. Approve Report

Motion by Connick, seconded by Lundholm, to approve the Treasurer's Report (1/1/14 – 6/30/2014). Motion carried unanimously, 3 – 0.
 2. Information from Treasurer
 - a. Treasurer Angela Christianson said she would be providing the board with an updated treasurer's report (1/1/2014 – 6/30/2014) next month since the current report did not include an electronic payment that the township had received earlier in the month.
 - b. Christianson said she used electronic banking to transfer money from one bank account to another to keep the balance in each account under \$250,000 as previously discussed. She provided a printout of what she did which the supervisors initialed.

- c. In order to meet the FDIC requirement of not having more than \$500,000 in one bank, Christianson recommended establishing a new account at Hermantown Federal Credit Union. She also suggested that this account be ready by the October property tax disbursements and that it contain one year of funding for the township as a buffer for potential emergencies down the line.

Motion by Campbell to authorize Christianson to open the HFCU account. Motion carried unanimously, 3 – 0.

- d. In regards to the Social Security payment issue from last month, Christianson said the necessary paperwork has been completed and will be filed in the coming weeks.
- e. The township recently received a letter from Cardmember Services stating that our credit card limit has been increased to \$13,000.

Motion by Comnick, seconded by Lundholm, to have the credit card limits reduced to their previous limits. Motion carried unanimously, 3 – 0.

PUBLIC INPUT

A. Rice Lake Township Resolution

Rice Lake Township Supervisor John XXX asked the board to pass a resolution of support in Rice Lake's efforts to become incorporated. Their goal is to fend off the City of Duluth's attempts to annex portions of its township. XXX said the "hostile takeover" would result in a 70-80% tax increase for the residents in the portions not annexed. Currently, Rice Lake has submitted an application for incorporation to the state. XXX said the support of the neighboring townships would be "bricks on the scale" that could help them sway an administrative judge in their favor.

Supervisor Comnick said he was concerned that if Rice Lake becomes incorporated as a city, then it may eventually try to annex Canosia. He said he would not support the resolution without knowing how the Canosia residents felt about it first. Comnick also questioned whether the incorporation of Rice Lake would spur Duluth or Hermantown to look at Canosia Township for annexation. XXX said he could not predict the future, but said that Rice Lake currently has no desire to annex anyone, especially since they have gone through it themselves. Chairman Campbell said he would support the resolution and that it was the board's job to make these types of decisions on behalf of the Canosia residents.

Motion by Campbell, seconded by Lundholm, to approve Resolution 2014-6 (aka Rice Lake Resolution 14-08-20). Motion carried 2 – 1, with Comnick voting against it.

B. Mader Variance Concern

Residents Charles and Yuliya Mader (5877 Kehtel Road) told the board they were unhappy with the recent variance granted by the Board of Adjustment (the variance is for 5879 and 5881 Kehtel Road owned by Daniel Urshan). Both Supervisors Connick and Campbell reiterated that the Maders would need to bring their concerns to the district court since the town board has no authority to change any rulings by the Board of Adjustment.

The Maders also asked who was in charge of posting and publishing notice of the variance hearing. Clerk Krasaway said she could attest that P&Z/BOA Secretary Jenna Palumbo posted the notice well within the required timeline and that it was published twice in the Duluth News Tribune.

OLD BUSINESS

A. FIRE DEPARTMENT:

1. Report

| JULY 2014 FIRE DEPARTMENT RESPONSES | | |
|--|-----------|---|
| TYPE OF CALL | # | NOTES |
| EMS | 9 | |
| Medical MUA | 2 | to Grand Lake |
| Township Fire | 1 | |
| MUA Fire | 2 | House fire in Fredenberg and shed fire in Grand Lake |
| Service | 2 | |
| TOTAL | 16 | |

| | |
|-----------------------|-----------|
| TOTAL FOR 2014 | 86 |
|-----------------------|-----------|

Training: this month the department set up for a fire scene draft site and pump relay.

In regards to patching the fire hall apron, Chief Stevens said he got a preliminary estimate of from KTM (estimated under \$4,000). They are still waiting on final quotes.

2. Fire Relief Annual Report

Fire Relief Treasurer Scott Mercier presented the board with his annual report and gave them the necessary forms for their review. Mercier answered several questions regarding the relief fund balance, the formula to calculate the township contribution, the eligibility of the department members to receive relief money, and how the relief fund is currently held (a combination of investments, CD's, etc.)

Mercier also asked whether the town would be willing to cover the relief organization's CPA and bond expenses. Chairman Campbell said the board would take it into consideration and Supervisor Lundholm asked that this request be placed on the September meeting agenda.

B. CARMEN'S WAY LANDING PROJECT

Chairman Campbell said no major work would be done this year at the public access site but some minor improvements could be completed (gravel, striping, etc). This work would be done in early fall.

C. PIKE LAKE WATERCRAFT INSPECTIONS

Earlier this month the board had been notified by the landing manager of an "incident" at the landing. Chairman Campbell said this was a private employee matter. He also felt the employee in question had since been adequately re-trained so there was no need for any follow up from the town board at this time.

D. PARKING ORDINANCE ENFORCEMENT

Chairman Campbell said Attorney Bryan Brown is still pursuing this issue, but there is nothing definitive to report at this time.

E. RECREATION AREA

Rec Director Mike Ellingson reported that Laird Erikson is once again cutting grass.

In regards to repairing the warming shed roof, Ellingson said shingles would cost \$685 while metal would cost \$1200. There would be no labor costs since Ellingson would do the work himself.

Motion by Comnick, seconded by Lundholm, to replace the warming shed roof with metal. Motion carried unanimously, 3 – 0.

Supervisor Comnick said he has formed a committee with Ellingson, Proctor Superintendent John Engelking, School Maintenance Supervisor Jack Johnson and CFO Steve Anderson to look at replacing the basketball and tennis courts at the rec area. Comnick said the school district is willing to be a partner in the project and he is hoping they will contribute roughly 30-40% of the costs. He will bring a formal report before the board this coming spring once the numbers have been finalized. When asked, Comnick confirmed they would also look into charging user fees to those who use the fields, including little league, AYSA, and the Hermantown tennis team.

Chairman Campbell said the township should at least consider/discuss the idea of using the same asphalt contractor the county will be using next summer to re-do Martin Road. He gave an example of another Minnesota township in a similar situation who received a court for free donated by a contractor (Note for records: the township was Brookston Township; Contractor was Ulland Brothers). Comnick disagreed saying that is not even a possibility since tennis courts and roads use entirely different asphalt mixes, colors, etc.

Supervisor Lundholm said he will write grants for all relevant rec area projects once he has the final information about what the township wants done.

There was some discussion/confusion between Supervisors Connick and Lundholm about who would be getting estimates for the dugouts and concession stands.

F. ROADS

1. Road Foreman Report

Road Foreman Gary Oswell reported that the road striping is complete. He also said he applied gravel to four different township roads (162 yards on Nelsondale and Lorendale, 282 yards on Christiansen, and 195 yards on Tomak) and asked the county to grade them at their earliest convenience. He said he did not apply the total amount of gravel yardage specified in the road report last month. Supervisor Lundholm calculated the total cost for the graveling to be about \$19-20 per yard.

There were several questions from residents about who authorized the roughly \$10,000 for the gravel application last month. In response, Supervisor Connick quoted the July meeting minutes which stated: "The work to be done this month will be determined by the Oswell Co., under the discretion of Supervisor Connick and Road Foreman Gary Oswell." Although no limit was given at the July meeting, Chairman Campbell said he assumed only a "reasonable" amount would be spent.

Resident Thomas Amendola said that although Oswell does good work, it was foolish for the township to be spending \$20/yd when others could do it for \$13/yd.

Oswell said it was not fair to throw daggers at him and said he had been followed around the township while he was working and criticized for how he was doing it. He also said people should take into consideration what he is able to do as a smaller operation (smoother spreading, etc) and that the township would have a hard time finding a larger truck to haul the gravel right now anyway.

In response to all the questioning, Supervisor Connick said that if the township needed to make changes to the way road work is done, then they should go ahead and make a motion to do so. He also reminded everyone that if they do start getting multiple quotes for every job, there are no rules obligating the town to automatically take the lowest offer.

Chairman Campbell said no one was challenging the quality of work Oswell does or that he has competitive pricing; however, there have been other local contractors who are now expressing interest in getting some of the work and the township owes it to them to consider their offers. In pursuit of a "happy medium", Campbell suggested establishing a committee of residents who would volunteer their time to discuss concerns, review estimates, consider various options, etc. and bring their suggestions before the board. Mike Podgornik, Kurt Brooks, Thomas Amendola, Kevin Connick and Deanna Nordeen all volunteered to be on the committee. At the end of the meeting Connick suggested they have their first meeting at 5:30 p.m. on Wednesday, August 13.

2. Roadwork Resolution (#2014-5)

Supervisor Lundholm said this resolution was originally proposed as a way to formally acknowledge the potential conflict of interest with having the Road Foreman also act as the town's primary road work contractor. As part of the resolution, last month the board debated how much road work Supervisor Comnick could authorize Oswell Co, Inc. to do between meetings. Chairman Campbell again suggested that the limit should be \$1,000 worth of work. Oswell said this limit would make it a very clumsy contract, but Campbell said they could amend it as necessary.

Motion by Campbell, seconded by Comnick, to approve Resolution #2014-5 designating Oswell Co. Inc as the main contractor to do basic township road maintenance. This one-year contract also limits the supervisor in charge of roads to a \$1,000 spending authority between meetings. Discussion: Comnick asked whether they would need a special meeting if there was a washout on a township road that would need an estimated \$3,000 in repairs. Chairman Campbell said yes they would. Motion carried, 2 to 1 with Comnick voting against it.

When asked what road work should be done in August, Oswell suggested replacing a culvert on Vaux Road and applying gravel to Eckstrom, Townline and Alder Roads.

Motion by Lundholm, seconded by Comnick, to authorize the Oswell Co., Inc. to do an additional \$4,000 of road repairs and maintenance this coming month. Discussion: Oswell asked whether this would include the roughly \$1,200 of work he has already done so far this billing period or if the \$4,000 was on top of that amount. The board did not definitively answer his question. Motion carried, 3-0.

G. PLANNING AND ZONING

1. Report

P&Z Director Tim Walburg said he issued three permits last month (1 for a garage and 2 for single family dwellings with garages).

Resident Dan Jezierski asked why Walburg's article in the last newsletter listed Supervisor Comnick as an additional P&Z contact person instead of using Supervisor Lundholm who is on the P&Z commission. Comnick said Walburg had asked him if he could list him and Comnick said yes. When asked, Comnick also said that it was Walburg (not Comnick) who wrote the article.

2. Redoing Ordinance Book

The commission had been waiting to get the bylaws back from attorney Mike Orman before proceeding with the ordinance book. Supervisor Comnick said Orman was sending the bylaws soon, but in the meantime, the commission can move forward without them.

H. AIRPORT ZONING

Supervisor Comnick said there has been a delay in the ordinance process as they wait for the Duluth City Attorney to act. Comnick will continue to report on the progress.

I. SUMMER PICNIC RECAP

Supervisor Comnick said there was a great turnout for the picnic and that the costs came in under budget. The township will receive \$200 from Grand Lake as well. Chairman Campbell said they will decide at a later date if the township will host a picnic again next year.

J. HISTORICAL SOCIETY

Wilson Spence III said the Historical Society is now meeting twice per month (on the fourth Thursday and on one Saturday to review their various artifacts). He said they were disappointed more people didn't venture in to the open house on the day of the picnic; next year they will place a sign outside. He also reported that the window coverings were installed and that they have extra film that can be used down the line if need be.

Spence also said a Korean War veteran had asked him during the open house why there was no American Flag flying outside the town hall. Supervisor Lundholm explained that the light on the flag pole was having electrical problems and he didn't want to fly the flag until it was fixed.

K. TECH COMMITTEE

Clerk Krasaway said it is her goal to reach out to more businesses to get additional ads for the newsletter.

Deanna Nordeen reported that she has made the updates to the planning & zoning page on the township website.

L. CEMETERY

Gary Oswell reported that stone is in progress for the **Leonard Hanson** gravesite.

Supervisor Comnick asked that the discussion about cemetery markers be tabled until next month.

M. RECYCLE SHED

Motion by Comnick, seconded by Lundholm, to adopt the Recycle Shed Rules and Procedures Policy. Motion carried unanimously, 3-0.

Recycle Shed Attendant Deanna Nordeen said attendant Frank Bolos has placed shelves inside the shed displaying which items cannot be recycled.

NEW BUSINESS

There was no “New Business” to discuss.

CORRESPONDENCE

- A flyer advertising Solway Township’s National Night Out event.
- Town of Fredenberg Newsletter
- A notice from WLSSD regarding their Disaster Debris Management Plans. A CD with a draft of the plan was also included.
- A notice from WLSSD for a September 8 public hearing on the 2015 budget and Solid Waste Management Fee.

MOTIONS TO PAY BILLS/ADJOURNMENT

Motion by Cornick, seconded by Lundholm, to pay bills # ~~XXXX~~-. Motion carried unanimously, 3 – 0.

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Susan Krasaway, Clerk
September 3, 2014

APPROVED:

(Scott Campbell, Chair)

(Date)