

Canosia Township

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

MEETING MINUTES: February 27, 2014

(The March 2014 regular meeting was rescheduled for this date)

ATTENDING: Chairman Scott Campbell, Supervisor Kevin Connick, Supervisor Jeff Lundholm, Clerk Susan Krasaway, Treasurer Dave Beaudette, Road Foreman Gary Oswell, Recycle Shed Attendant Deanna Nordeen, Fire Chief Gene Stevens, P&Z Director Tim Walburg and 4 residents.

NOT ATTENDING: Rec Director Mike Ellingson.

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

Motion by Connick, seconded by Lundholm, to amend the agenda: adding under new business *G. Names on Life Insurance Policy* and *H. Court Action*. Motion carried unanimously, 3 – 0. Motion by Connick, seconded by Lundholm, to approve the amended agenda. Motion carried unanimously, 3-0.

Motion by Lundholm, seconded by Connick, to approve the Regular Meeting Minutes (2/5/2014), Special Meeting Minutes (02/25/2014) and Treasurer's Report (1/1/2014 – 2/28/14). **Discussion:** Connick said he believed the Special Meeting was not a legal meeting and any decisions made at that time are invalid. His reasoning: since he was not present, and Chairman Campbell recused himself from the discussion, there was no quorum available to make motions and vote on town business. The draft minutes state that Supervisor Lundholm decided which candidates to interview, but Connick said no *one* supervisor has that power. Chairman Campbell disagreed, saying that there was in fact a quorum *present*, he just wasn't taking part in the discussion.

Motion by Connick, seconded by Lundholm, to re-review the applications during tonight's (2/27) meeting and discuss then who to interview. Motion carried 2 to 0, with Campbell abstaining from the vote.

Motion by Lundholm, seconded by Connick, to approve the regular meeting minutes (2/5/14) and Treasurer's Report (1/1/2014 – 2/28/14). Motion carried 3 – 0. (As such, the minutes from the special meeting were not approved, so will not be considered official township meeting minutes at this time). (*Treasurer discussion contd. under New Business*)

PUBLIC INPUT

There was no public input

OLD BUSINESS

A. FIRE DEPARTMENT:

1. Report

FEBRUARY FIRE DEPARTMENT RESPONSES		
TYPE OF CALL	#	NOTES
EMS	4	
Medical MUA	0	
Township Fire	0	
MUA Fire	1	To Rice Lake
Service	0	
TOTAL	5	

TOTAL FOR 2014	23
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Training: This month the department trained on the use of EPI pens (for both adults and children) and went through all their SCBA packs.

2. Letter RE: Apron Project/Fiber Optic Line

The board members each had a draft copy of a letter from Chairman Campbell informing the fiber optic installer and/or the Proctor school board about the township's intentions to move forward with the apron project this spring. Campbell welcomed input from the other supervisors regarding the content and to whom the letter should be sent.

Supervisor Comnick said the letter should not be addressed to the school board since they are not at fault in this issue. There were several other suggestions about who to contact in hopes of getting some response: the St. Louis County right-of-way agent (about the original permit), the county attorney, the owner/operator of the fiber optic line. It was decided the letter will be put aside for the time being as more research is done.

B. RECREATION FACILITY: There was no report

C. ROADS

Road Foreman Gary Oswell reported that the county has been plowing the Pike Lake public landing area, and they have plugged the opening to the PLAWCS lift station located there. Oswell said he can no longer keep it open on his own since there is so much snow. It was recommended that Oswell touch base with the county about it first, before other ideas are considered.

Oswell said there is an issue on Pike Lake Place in which a resident is plowing the snow into our right-of-way and into his neighbor's yard. Oswell handed out a copy of relevant statutes about obstructing the r-o-w. He said he has also talked informally with some county deputies who said they would have to catch the person in the act in order for them to be cited.

Chairman Campbell and Supervisor Comnick both said it was the homeowner's responsibility to take the first step/ initiate civil action against his/her neighbor. There will be no town board action taken at this point. Oswell was told that if he catches the person in the act of obstructing the right of way, he should take a picture, give them the statutes and then engage law enforcement if it becomes necessary.

D. PLANNING AND ZONING

1. Report

Planning and Zoning Director Tim Walburg said he received two permits this month and mailed out a few more as well.

He also mentioned an issue with a resident who had been living in his garage but now wants to build a home on his property. The resident said he paid for a single family dwelling permit when he built the garage; therefore he now wants to be charged the garage permit price when he builds the house. Supervisor Comnick said the garage was in a fact a "dwelling" so he was charged appropriately the first time. Gary Oswell also mentioned that he cannot be issued a permit for a second house on the property until the first building is turned back into a garage only. Walburg was asked to follow up on this issue at the next meeting.

2. 2001 Whereby Letter in Folder (from Jeff)

Supervisor Lundholm provided the board with a 2001 letter from PLAWCS outlining the sewer issues with the Whereby property at 5886 North Pike Lake Rd. Lundholm explained that from a planning and zoning perspective, the structures were grandfathered in.

As for the sewer issues, Supervisor Comnick said PLAWCS will take action (following the People Service recommendations) since the property needs more grinding pumps for the number of dwellings it has. According to Chairman Campbell, the consensus is that this is not a town board issue and PLAWCS will handle it.

E. COMPREHENSIVE PLAN

Supervisor Lundholm said the preliminary plan is complete and they will be holding a public meeting on March 19. The board will get the final version in April.

F. TECH COMMITTEE

Clerk Krasaway reported that the next newsletter will be going out after the election/annual meeting, hopefully before the Board of Appeal and Equalization meeting on April 3.

Chairman Campbell said that it was clear from the Comp Plan Survey that the residents enjoy the website but would like to see it updated more frequently. This issue will continue to be explored in the months to come. Tim Walburg also reiterated that he would like to have the zoning map and permit applications available online. This will be revisited after the comp plan is complete.

G. HISTORICAL SOCIETY: No report

H. CEMETERY: Nothing to report

I. RECYCLE SHED

Recycle Shed Attendant Deanna Nordeen said she is almost done with a rough draft of the weather protocol. She is still waiting to hear back from WLSSD on their recommendations.

Treasurer Dave Beaudette said he sent in the grant application for the recycling shed for the coming year.

NEW BUSINESS

A. TREASURER POSITION

Supervisor Comnick said he was out of town for the special meeting conducted to review the applications, but he did review them on his own time. His recommendation was to interview 3 of the 6 candidates: Angela Christianson, Frank Bolos, and Cherri Look. The recommendation stemming from the Special Meeting was to interview these same three candidates *plus* Doreen Campbell, Chairman Campbell's wife.

Comnick said that based on his experience in similar situations, he felt hiring her, while not against the law, was not "right". He felt it would be a conflict of interest, either perceived or real. Comnick also said that he wanted to be a part of the interview process since he has a background in numbers and understands the treasurer position from his seven years on the board.

Motion by Comnick to interview his three recommended candidates on Wednesday, March 5. The motion failed after there was no second. Supervisor Lundholm later clarified that he would not have been able to attend due to his work schedule.

Both Comnick and Treasurer Beaudette questioned why there needed to be a delay in the hiring process until after the election (when Comnick would be off the board). Chairman Campbell said that it would be a good idea to have the newly elected supervisor take part in the hiring process since she (not Comnick) would be the one working with the Treasurer over the next three years. Supervisor-Candidate Deanna Nordeen added that she was offended by Comnick's implication: that Campbell was intentionally delaying the process so she would be on the board and would automatically agree with the other supervisors' wishes.

Chairman Campbell added that it is perfectly legal for a husband and wife to be a supervisor and treasurer of a township. He also said that Comnick's vocal personal feelings about a candidate and her marital status (not her qualifications, etc) have now put her at a distinct disadvantage in what is supposed to be a fair hiring process.

In response to worries about the difficult transition to a new treasurer, Campbell said Grand Lake Clerk (and former Treasurer) Brooke Shannon has reached out to Canosia and offered to help with the process.

Resident Kurt Brooks cautioned the board that in the hiring process they need to be very clear about their criteria for selecting candidates for interviews and hiring for the position. This would safeguard them against inquiries down the line.

The matter of the treasurer was subsequently dropped and will be picked up again at an undetermined point down the line.

B. SCHEDULE REORGANIZATION MEETING

Motion by Lundholm, seconded by Campbell, to schedule the annual reorganization meeting for Wednesday, April 2, at 6 p.m. (one hour before the regular April meeting).
Motion carried 2 – 0, with Connick not voting.

C. WATERCRAFT INSPECTIONS FOLLOW UP: MEET WITH GRAND LAKE? LETTER TO EMPLOYEES?

Chairman Campbell said the grant paying for the inspections at the Pike Lake landing should be approved by mid-March. He and Grand Lake have discussed having a joint meeting with all employees to discuss plans, etc. This will likely be scheduled for some time in April.

D. CONDITIONAL USE DEED

Chairman Campbell explained that the township received a reply from Land Commissioner Mark Weber regarding the 1961 Conditional Use Deed involving the old town dump site. Weber's response included a copy of the original deed along with instructions for re-conveying the property or finding a new public use for it. At this time, the township is considering various options for the land including using it to build a new PLAWCS office building or turning it into a public park. The discussion is ongoing.

E. TOWN HALL CLEANING

Supervisor Connick said that since the township has spent a lot of money to restore and maintain the hall, it needs to be cleaned on a more regular basis. Currently Deanna Nordeen handles the cleaning. She said she comes in every Tuesday night without fail and documents the work she does as well. Chairman Campbell said he believed this issue will take care of itself after the election as responsibilities change and the town may need to find someone else to do the cleaning.

F. REMINDERS

Clerk Krasaway reminded everyone that the election is on March 11 with polls open from noon to 8 p.m. The annual meeting will follow. She also reminded everyone that she needs their annual reports as soon as possible.

G. NAMES ON LIFE INSURANCE POLICY

Clerk Krasaway said the annual renewal form for the town board life insurance policy is due and the names on the policy need to be changed to reflect the current/changing board. Although the bill needs to be sent in right away (due April 1), the board will need to follow up in April by adding the name of the new supervisor and Treasurer. For now, Treasurer Beaudette will be taken off the list, Susan Krasaway will be added as clerk, and Susan Brooks will stay on the list since she is the deputy clerk.

H. COURT ACTION

Supervisor Comnick said the town has received notice from the courts that we will be receiving restitution money in due course. This is in reference to a recent case of theft of township funds.

I. OTHER

Supervisor Comnick said he will be dropping off his town hall keys this weekend.

CORRESPONDENCE

- Newsletters from Midway, Fredenberg and Lakewood Townships
- Rate Increase Notice/Notice of Public Hearings from Minnesota Energy Resources
- An informational flyer from Banyon Data Systems offering business software for townships

MOTIONS TO PAY BILLS/ADJOURNMENT

Motion by Lundholm, seconded by Comnick, to pay bills #17417 –17459. Motion carried unanimously, 3 – 0. Treasurer Beaudette mentioned that all the checks all dated for March 1, so they cannot be cashed until Saturday. This was done to avoid confusion in CTAS with having two payrolls in February.

Motion by Comnick, seconded by Lundholm, to adjourn the meeting at 8:17 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,

APPROVED:

Susan Krasaway, Clerk
April 2, 2013

Scott Campbell, Chairman
April 2, 2013