

Canosia Township

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

REGULAR MEETING MINUTES

February 4, 2015

ATTENDING: Chairman Scott Campbell, Supervisor Kevin Comnick, Supervisor Jeff Lundholm, Clerk Susan Krasaway, Treasurer Angela Christianson, Road Foreman Gary Oswell, Fire Chief Gene Stevens, Rec Director Mike Ellingson, and 12 residents.

ABSENT: P&Z Director Tim Walburg

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, seconded by Campbell, to approve the agenda with the following changes: remove Jeri Georges from public input; add Scott Mercier to the Fire Department section. Motion carried unanimously, 3-0.
- B. MINUTES:
1. Motion by Lundholm, seconded by Campbell, to approve the regular meeting minutes (1/7/2015). Motion carried unanimously, 3 – 0.
 2. Motion by Campbell, seconded by Lundholm, to approve the 12/03/2014 minutes with the following changes proposed by Campbell: 1) Instead of Lundholm stating there was a “vendetta at play”, it should state that Campbell said the debate about the P&Z appointments was “vindictive, retaliatory, and punitive” and Lundholm agreed with it. 2) In regards to the newsletter, Campbell stated it had become a way to further a “personal political agenda” instead of a “personal sounding board.” 3) The word “statute” on page 6 should be changed to “zoning ordinance”. Discussion: Comnick asked that the record state that these contested points were *opinions* and not fact. Motion carried 2 -1, with Comnick voting against it.
- C. TREASURER'S REPORT
1. Approve Report: Motion by Campbell, seconded by Comnick, to approve the Treasurer's Report (1/1/15 –1/31/2015). Motion carried unanimously, 3 – 0.

2. Information from Treasurer

- a. In regards to setting up an account at HFCU, Treasurer Angela Christianson said she now needs proof of Canosia's registration with the state of Minnesota (instead of a town charter) and a copy of our federal tax ID from the IRS.
- b. Gary Oswell must submit a new Certificate of Insurance for snowplowing.
- c. The new mileage rate from the IRS is .565
- d. Christianson said she learned from the Grand Lake clerk that the township may need to be audited every five years. Comnick asked to see documentation that it is necessary.
- e. Motion by Campbell, seconded by Comnick, to authorize Christianson to discontinue our long distance service with AT&T and enter into a three-year contract with Centurylink. Discussion: by "bundling" the services, the township will save over \$1,200 per year. Motion carried unanimously, 3 – 0.
- f. Christianson is recommending switching the township finances from CTAS to QuickBooks. She stated several reasons for wanting the change (i.e. ease of use, checks and balances, better payroll, problems with voiding checks with CTAS, issuing one check per employee instead of several different ones each month, ongoing problems with CTAS 8, etc.). She added that her time-savings would more than cover the cost of QuickBooks. Christianson said she spent six hours preparing W-2's for the employees, which would have taken one hour with QuickBooks. Comnick stated that the W-2's are typically handled by an outside agency and this cannot be changed without a board decision to do so. Christianson said the board specifically gave her permission this past summer to do so. Comnick said he would not endorse switching from CTAS until he has seen a formal proposal from Christianson detailing the costs, benefits, etc. Clerk Krasaway said she would be fine with switching if that's what the treasurer wanted. Resident Kurt Brooks said the town must be sure that the reporting to the state would not be an issue if we made the switch. No action was taken; the board will wait for an estimated cost-savings analysis from Angela.

PUBLIC INPUT

None.

OLD BUSINESS

A. PIKE LAKE INSPECTIONS

Pike Lake Association President Brian Mirsch said they anticipate using roughly the same budget as last year, and again there will be no financial risk to the township beyond basic administrative costs. (The PLA is estimating it'll cost a total of \$9,748 for hourly pay).

(Pike Lake Inspections, contd.)

Motion by Cornick, seconded by Lundholm, to make Chairman Campbell the “LUG Supervisor”, meaning he will be the township’s go-to person for this summer’s inspections. Motion carried unanimously, 3 – 0.

Motion by Cornick, seconded by Lundholm, to approve the grant application to the DNR. Motion carried unanimously, 3- 0. The PLA is also waiting to see what funds are available from the state/county and the association will then make up the difference. The township will meet soon with Grand Lake to discuss employees, etc.

B. FIRE DEPARTMENT:

1. Report

JANUARY FIRE DEPARTMENT RESPONSES		
TYPE OF CALL	#	NOTES
EMS	6	
Medical MUA	0	
Township Fire	1	Smoke in a house
MUA Fire	3	Rice Lake, Lakewood, and Fredenberg
Service	0	
TOTAL	10	

TOTAL FOR 2015	10
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This month the firefighters went through the tools on their rescue trucks along with their SCBA packs. They also flooded the rink a few times. Chief Gene Stevens asked about the gas discount at Holiday; Supervisor Cornick will follow up to make sure we are receiving it as promised.

2. Fire Relief

Fire Relief Treasurer Scott Mercier requested that the township use the mill levy formula when determining its contribution to the relief fund, rather than giving a straight \$10,000 contribution like they did last year.

C. TOWN HALL SECURITY

Supervisor Lundholm is continuing to research options and get price comparisons.

D. RECREATION FACILITY:

1. Report: Rec Director Mike Ellingson said the elementary school has requested to use the ice rink (no specific date given). Ellingson opens the warming shed at the posted times but the rink has been mostly unusable.
2. Concession Stand/Dugout: no action/decisions.

E. ROADS

Gary Oswell said someone threw a mattress into a ditch on Vaux Rd. This is normally something Oswell Co. would haul, so he asked for clarification about what to do. Chairman Campbell said the township is continuing to compile a list of contractors to use in situations like this.

SLC District 5 Superintendent Kevin McConnell has retired. His replacement is Steve Tverberg.

F. PLANNING AND ZONING

P&Z Chairman Mike Podgornik said the bylaws were sent to the town board earlier this month via email. These are the bylaws which had been approved but were previously put on hold. The commission will now schedule a public hearing for their review.

Podgornik said he, Dan Jezierski and Tom Amendola attended a public meeting to learn more about St. Louis County's proposed zoning ordinances. The county will likely approve their ordinances this spring, at which point the township will need to make sure ours are at least as strict.

P&Z Secretary Jenna Palumbo will be leaving in early April.

Motion by Connick, seconded by Lundholm, to advertise the job opening in the DNT, the township newsletter and on Craigslist. The closing date will be one week before the March town board meeting. Motion carried unanimously, 3 – 0.

G. AIRPORT ZONING

Supervisor Connick said they continue to make progress and it is getting closer to completion.

H. MPCA: MS4 PERMIT

The township is still waiting to hear back from the MPCA about the next step in this process. The supervisors asked that it be taken off the agenda until then.

I. HISTORICAL SOCIETY: Nothing to report.

J. TECH COMMITTEE

Motion by Lundholm to approve the draft winter 2015 newsletter. Motion carried unanimously, 3 – 0.

Motion by Campbell, seconded by Connick, to authorize Deanna Nordeen to update the township website with the last few meeting minutes (once she receives them) and the calendar of meetings. Motion carried unanimously, 3 – 0.

K. CEMETERY

Gary Oswell reported that the Donald Strand family will have a burial this coming July. They will pick the gravesite, etc. this spring. The question of who will dig graves this coming spring/summer will be kept on the agenda for the time being as the discussion continues. Bob Rodda's company may be one option.

L. RECYCLE SHED:

Gary Oswell said he could be considered as a back-up for Recycle Attendant Frank Bolos if there was no one else available.

M. UNFINISHED BUSINESS LIST: Nothing new to report

NEW BUSINESS

A. PLAWCS JOINT POWERS BOARD RESOLUTION #2015-1

This resolution (which was already passed by Grand Lake) makes changes to the composition of the Joint Powers Board: instead of just township supervisors, PLAWCS users could also be appointed to serve on the board.

Supervisor Comnick read a letter from Canosia Township Attorney Michael Orman: Orman's opinion is that this matter needs more research before he can sign off on its legality. Chairman Campbell read a letter from Attorney Mia Thibodeau who stated the resolution was legal and could move forward as written.

Motion Comnick, seconded by Lundholm to table Resolution 2015-1 for the time being.
Discussion: There was much discussion regarding the 2007 changes made to the joint powers agreement which mandated that all PLAWCS board members be elected officials from Canosia and Grand Lake. The supervisors and those in attendance also discussed the eventual transfer of the PLAWCS system to its users. Motion to table carried unanimously, 3 – 0. Supervisor Comnick will ask Orman to keep researching the issue.

B. BOND QUESTION FROM AUDITOR

The township received an email from the county auditor asking about the status of several bonds the township once had. The treasurer will ask Nancy Johnson from the PFA to review the list.

C. ELECTION JUDGES

Motion by Comnick, seconded by Lundholm, to appoint Barb Misgen, Nancy Cameron, Linda Bashaw and Sue Voss for the election on March 10, 2015. Motion carried 3 – 0.

Motion by Lundholm, seconded by Comnick, to approve Resolution 2015-2 appointing the above named election judges as the absentee ballot board. Motion carried 3 – 0.

D. SET DATE FOR BUDGET MEETING

The Board of Audit meeting will take place on February 19 at 6:30 p.m., with the Budget Meeting to immediately follow. The treasurer is still waiting on information from the auditor's office regarding a CTAS problem. If the matter is not resolved in time, the Board of Audit/Budget Meetings will take place on February 26 at 6:30 p.m.

E. CLERK ITEMS/QUESTIONS

Clerk Krasaway said she will set up a new email address for correspondence that the supervisors (or anyone) wish to keep private. The address will likely be canosiatownclerk@gmail.com.

The clerk said she and the treasurer spend a lot of time trying to track down UPS packages that can't be delivered to the town hall since no one is ever there during daytime hours. Supervisor Lundholm said he works near the UPS office on Garfield Ave. and can pick up packages if notified.

F. OTHER

Supervisor Comnick and Road Foreman Gary Oswell will talk to the county regarding the damage to our posting sign (on the corner of Martin and LaVaque) that was likely hit by a snowplow.

MOTIONS TO PAY BILLS/ADJOURNMENT

Motion by Comnick, seconded by Lundholm, to pay bills #18000 – 18044. Motion carried unanimously, 3 – 0.

Motion by Comnick, seconded by Lundholm, to adjourn the meeting at 8:42 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,

APPROVED:

Susan Krasaway, Clerk
March 4, 2015

Scott Campbell, Chairman
March 4, 2015