

# Canosia Township

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

## **REGULAR MEETING MINUTES**

**September 7, 2016**

ATTENDING: Chair Kevin Connick, Supervisor Kurt Brooks, Supervisor Dan Golen, Clerk Susan Krasaway, Treasurer Cheryl Borndal, Road Foreman Gary Oswell, Fire Chief Gene Stevens, Assistant Chief Clyde Mortinsen, P&Z Director Tim Walburg, Rec Director Mike Ellingson, and nine residents including a group of local cub scouts.

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

## **APPROVAL OF AGENDA & MINUTES**

- A. AGENDA: Motion by Brooks, seconded by Connick to approve the agenda with one change: Move public input before the treasurer's report. Motion carried unanimously, 3-0.
- B. MINUTES: Motion by Brooks, seconded by Golen, to approve the Regular Meeting Minutes (8/3/2016). Motion carried unanimously, 3 – 0.

## **PUBLIC INPUT**

**CONTRACTOR ISSUES**: Resident Dan Jezierski asked the board to use formal names (instead of first names) when discussing contractors. He also asked if contractors were typically paid hourly or by the job (Answer: it varies by situation).

**ANIMAL CONTROL ISSUE**: Tomak Rd. Resident Jim Viner showed the board pictures of a neighbor's pig that is roaming Viner's property and digging holes. He also was concerned about frequent barking/roaming of the neighbors' dogs.

Motion by Connick, seconded by Golen, to send a letter to the neighbor asking him to keep his animals under control. Discussion: the board also advised Viner to contact the sheriff's department about the damage to his property. Motion carried unanimously, 3-0.

### **BOY SCOUT OUTDOOR DAY:**

Motion by Brooks, seconded by Golen, authorizing the Pike Lake Elementary Scout troop to use the recreation area on November 5 for their outdoor day from 1 – 5 p.m. Discussion: the scouts are allowed to practice pitching tents in the ball fields and have a small campfire (contained in a ring) in the dirt area. Golen clarified that fires are not typically allowed; this is a special situation. Motion carried unanimously, 3 – 0.

## TREASURER'S REPORT

Motion by Brooks, seconded by Comnick, to approve the Treasurer's Report (1/1/16 – 8/31/2016). Motion carried unanimously, 3 – 0.

Treasurer Borndal reported:

- We have received our first reimbursement from SLC for the AIS inspections. She will ask for the remaining funds in October.
- We have received our WLSSD recycling grant.
- Our budget is on track so far for the year.

Motion by Brooks, seconded by Golen, to establish a policy in which our annual gas tax money is the first money spent out of the Road & Bridge Fund each year. Discussion: this was a MAT recommendation to ensure townships do not transfer gas tax money to other funds. Motion carried unanimously, 3 – 0.

The treasurer will research potential funding available from the State Park Road Account, which may provide additional gas tax money to townships with lake access roads.

Motion by Brooks, seconded by Comnick, to formalize a recent payroll change for the town board: The cut-off date for payroll is now the Thursday before the meeting each month. Work done and meetings attended after that point will go on the following month's paycheck. (For example: the September meeting will now go on the September timesheet (paid in October). Motion carried unanimously, 3 - 0.

Motion by Brooks, seconded by Comnick, to establish a "Repairman" pay rate of \$50/hour to be used for qualified Canosia Township employees in special cases when skilled maintenance (i.e. air conditioning repair) is needed. Motion carried unanimously, 3 – 0.

## OLD BUSINESS

### **A. PLANNING & ZONING**

P&Z Director Tim Walburg issued ten permits in August (zero in July). He has still not issued a permit for the Cich property; also, the Cich roofs on Martin Rd. have not been moved. Walburg said resident Dave Evanson has shown interest in a possible P&Z appointment.

Comnick will contact one of the Board of Adjustment members who has missed the last two hearings. Comnick will hold off on discussion of the recent variance granted by the BOA until he has seen the meeting minutes from that hearing.

One person showed up for the recent public hearing for the draft ordinance book. The commission is finalizing revisions and taking into account SLC's recent amendments. Brooks asked for feedback on allowing "granny pods" on township properties. Hearing no strong opinions either way, it is likely the township will follow the county's lead and allow them.

Brooks made contact with Dan Belden from WLSSD's "Garbage Police" about the blighted property on Lavaque Rd. (We did not receive any response from our letter to the property owner, but it was not returned to us either). Golen cautioned that we need to determine a definition for "blight" before moving too far forward. Brooks will provide him with some sample ordinances with definitions included.

## B. FIRE DEPARTMENT

AUGUST FIRE DEPARTMENT RESPONSES		
TYPE OF CALL	#	NOTES
EMS	8	
Medical MUA	0	
Township Fire	2	1 lightning strike to house, 1 unattended brush pile burn
MUA Fire	5	1 to Hermantown, 2 to Grand Lake, 2 to Rice Lake
Service	0	
August Total	15	
<b>2016 TOTAL = 101</b>		

The DNR asked the FD to send a bill for the unattended brush fire along with the big brush fire by the work farm.

This month the FD members went to the 148<sup>th</sup> for a class on jet assist/drafting. They also went to Holly Ln for drafting and tanker drills. They had one truck in the funeral procession for the two Michigan firefighters and three trucks in the Proctor Hoghead parade. They are hoping to use a matching grant from the DNR to purchase a floating strainer and wild land gear. The department also started their own Facebook Page.

FD member Gary Hartranft retired after serving the township for 33 years. A pic/info will be added to the newsletter.

There is a 12-18 week turnaround time for the mini-pumper cab & chassis and another six months for the body, etc. This means the mini-pumper will not be ready until mid-summer of 2017. Since this has stretched into another calendar year, we may be able to apply for a FEMA grant after all (applications are due in December). The chief said they are also aware of the MBFTE grants, but they have rarely been eligible to receive any money.

The F.I.R.E.-15 forms have been submitted.

## C. ROADS

Bob Rodda has signed a written quote (detailing the township's requirements) for the gravel on Tomak Road; the work should be done this fall. All the brushing is done for the year as well as the chip sealing. Peterson will handle some additional ditching on Kehtel Rd.

Connick and Road Foreman Gary Oswell will talk to various homeowners on Kehtel Road regarding a handful of trees which are growing just outside the township right-of-way, but could eventually become safety issues/liabilities for us. The plan is to tackle this issue on a case by case basis.

The board may establish a policy about paying for driveway culverts (Typically the homeowner pays for the initial culvert while the township pays for any standard replacements later needed. There may be a request soon from a resident who wants to install an extra wide culvert; however, the board does not want the township to be responsible for expensive future replacements.

Our storm damage report has been submitted to the county. If the county-wide damage meets the state threshold, we could see a 75% reimbursement of our \$23,000 in storm damage costs. If the federal threshold is met, we could get up to 100%.

**Radar Sign:**

Motion by Comnick, seconded by Golen, to approve spending \$952 on the new radar/speed sign near the Pike Lake School on Martin Road. Discussion: The total sign cost (\$3,000) would be split between Proctor ISD, Grand Lake and Canosia, but the county will install, maintain and own the sign. Supervisors Brooks and Golen were disappointed with how this process was handled by the school district (they sent us a bill without discussing the details of the project with us or affirming our “partnership” beforehand); Brooks also felt this was another \$1000 not in our budget for a sign on a county (not township) road. Comnick felt it was a necessary safety expenditure and worthwhile partnership, despite the miscommunication. Motion carried 2 – 1, with Brooks voting against it.

The clerk will draft an RFP for the snow plowing on the end of Kehtel Rd. this winter. The board will review next month.

Comnick will contact the sheriff about speeding complaints on Vaux Rd.

**D. RECREATION AREA**

Motion by Comnick, seconded by Golen, to clarify the dugout project: the \$12,000 previously approved/allocated will include 1) leveling the visitor dugout and 2) replacing the main dugout with a new dugout and attached storage facility (no concession stand). Discussion: there was some confusion about whether the concession stand was to be rebuilt. Motion carried unanimously, 3 – 0.

**E. AIS INSPECTIONS**

The inspections for the year have been winding down. We will likely spend a total of \$9,000 of the \$16,000 we have available from SLC. Comnick is waiting to hear from the county on whether the remaining funds can be used next year. He will also attend a seminar regarding the grant process/AIS topics.

**F. PIKE LAKE IMPROVEMENTS:** Nothing to report

**G. TRAILS:** The public trail meeting/survey launch is scheduled for October 3 at 6 p.m.

**H. AIRPORT ZONING:** Meeting tomorrow; JAZ-Board of Adj. denied one variance

**I. CEMETERY**

The newsletter will have a reminder about removing flowers, etc. by September 15 each year. The township will remove anything that's left after that. If necessary, the board may purchase a sign for the cemetery next year stating the rules.

**J. RECYCLE SHED**

The back-up attendant has worked a few times and is doing fine. Waste Management will be replacing all the current bins and dumpsters this week, per their new contract with WLSSD.

**K. MPCA MS4**

Golen will have the draft application for the board to review next month. MSA decided it was not worth the time/effort to apply for the Star Grant on our behalf.

**L. NEWSLETTER**

The board okayed the newsletter content. After reviewing printing price/service comparisons, they agreed to use ShelDon again for printing.

**M. WEBSITE**

The clerk said Deanna Nordeen has been helpful and responsive getting all necessary items onto the website.

**N. GOALS & PRIORITIES**

Motion by Brooks, seconded by Comnick, to approve the Groundskeeper Job Description with one change: remove reference to the PLAWCS lift stations. Motion carried unanimously, 3 – 0.

The board decided the general “laborer” job description is no longer needed for the township.

**O. BROADBAND:** Nothing to report

**P. PLAWCS:** They are looking for a new secretary; applications due Sept. 6.

**Q. MEETING RECAPS:** The board briefly recapped the MAT district 10 and DAT meetings

**NEW BUSINESS**

**A. COMMUNITY DEVELOPMENT BLOCK GRANT MEETINGS**

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Brooks said the township (in the years to come) could use a CDBG to help with township blight or “properties of concern.”

## **B. MATIT INSURANCE QUESTIONS**

The board opted to leave the treasurer and clerk bond limits at the standard limit. They left the deductibles for miscellaneous equipment at the standard limits as well.

## **C. GENERATOR RESEARCH**

The chief will research costs for a natural gas generator with a transfer station to power the fire hall/town hall during emergencies. Among other issues, the large fire hall doors have to be manually opened during power outages. A generator would also allow the town hall to be an emergency shelter for residents.

## **D. WLSSD INFLOW ORDINANCE**

The ordinance would require people to have their inflows inspected/videotaped before selling their homes. The supervisors do not believe townships should be responsible for enforcement. Connick will relay this to our WLSSD rep Jim Aird.

## **CORRESPONDENCE**

- Rice Lake City and Fredenberg and Duluth Township newsletters
- Proctor/Hermantown Community Ed. brochure, CSS community ed pamphlet
- Caribou Lake Association newsletter
- MN Coastal Conference postcard
- Notice of the CDBG informational meetings

## **MOTIONS TO PAY BILLS/ADJOURNMENT**

Motion by Connick, seconded by Brooks, to pay bills #18904-18967 and MA-2016-8. Motion carried unanimously, 3 – 0.

Motion by Brooks, seconded by Connick, to adjourn the meeting at 9:42 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,

APPROVED:

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Susan Krasaway, Clerk  
October 3, 2016

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Kevin Connick, Chair  
October 3, 2016