

Canosia Township

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

REGULAR MEETING MINUTES

May 3, 2017

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 16 residents.

Chair Brooks 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 Golen, seconded by Connick, to approve the agenda. Motion carried unanimously.
- B. MINUTES: Motion by Connick, seconded by Golen, to approve minutes from the Regular Meeting (4/5/2017), Road Tour (4/18/2017), Hiring Meeting (4/18/2017), and AIS Meeting: CD3 Station and Inspector Interviews/hiring (4/25/2017). Motion carried unanimously.
- C. TREASURER'S REPORT: Motion by Connick, seconded by Golen, to approve the Treasurer's Report (1/1/17 –4/30/17). Motion carried unanimously, 3 – 0.

Tonight the treasurer will submit our first reimbursement request for the AIS grant money. She will also research why the bank keeps charging us an Account Analysis Fee.

PUBLIC INPUT

Reminder from Chair Brooks: any public input should be civil, non-threatening and kept to two minutes.

Girl Scouts Friendship Bench: Motion by Connick, seconded by Golen, to have a sign created thanking the troop. Discussion: The bench is ready for use and will be dedicated on May 24; there are some drainage issues near the bench which Supervisor Golen will look into. Motion carried unanimously, 3 – 0.

OLD BUSINESS

A. PLANNING & ZONING

P&Z Director Tim Walburg issued two permits in April. The new official P&Z email addresses are working well (Canosiapz@gmail.com for the secretary; Canosiapzdirector@gmail.com for Walburg). Walburg will look into the possible solid waste issues at 5409 Shady Ln; the other problematic properties will be discussed next month.

The township will need to research the outcome of a past lawsuit regarding a cartway on Castle Rd. Someone has shown interest in buying the property.

The town board has hired Amber Madoll to replace P&Z Sec. Joe Marie Wass who is moving out of state. Madoll is also the PLAWCS Secretary.

B. AAA Club Update

The task force established last month sent a letter to AAA, detailing our desire to keep the club open to the public, the township’s willingness to accept the property as a donation, and our hope we will be kept in the loop on whatever decisions they make. Supervisor Connick then met with AAA’s Regional President and General Counsel. The property is not on the market yet, but will be shortly; they have had interest from a handful of potential buyers. They will maintain the greens this summer, but the club will not be open in any capacity. Connick gave AAA information about the sanitary district and our township zoning ordinance. On behalf of the township, he also requested any picnic tables and historical items they’d be willing to donate.

C. FIRE DEPARTMENT:

2017 FIRE DEPT. RESPONSES			
Call Type	April #'s	Notes	Total for 2017
EMS	5		24
Medical MUA	0		1
Twp Fire	2	Washing machine fire, smoke false alarm	5
MUA Fire	1	Grand Lake: smoke in building	9
Service	1	Tree on a line	1
TOTAL	9		40

The Mini-Pumper Rescue Vehicle arrived and the FD spent the month getting it stocked with equipment and training members on how to operate it. The truck replacement fund is now temporarily in the red.

Motion by Connick, seconded by Brooks, to accept a \$10,000 donation to the FD truck fund from Loretta Stocke in honor of her late husband Bill, a former CVFD member. Discussion: the Chief will have a plaque made for the mini-pumper with Bill’s name on it; the clerk will send a thank you note to Mrs. Stocke for her incredible generosity. Motion carried unanimously, 3 – 0.

Old Rescue Vehicle: Motion by Connick, seconded by Golen, to accept Ellsburg Township’s \$3,500 offer for the old rescue vehicle upon receipt of the official written proposal from their township. Motion carried unanimously.

Fire Relief: At the recent Fire Relief meeting, the association voted to request an increase of their annual benefit (from \$1,200/year of service to \$1,500/year of service), starting in 2018. There was another discussion on the correct process for increasing the benefit. As a first step in considering the request, the town board will need to see the most recent forms submitted to the auditor.

The relief association also requested the maximum contribution from the township. The chief distributed copies of the relief association meeting motions detailing these requests.

D. ROADS

Supervisor Connick prepared a Spring Road Maintenance Report for board consideration:

Motion by Connick, seconded by Golen, to move forward with the following maintenance projects: 1) adding/spreading 300 yds. of crushed concrete on Christianson Rd. (est. \$6,300), and 2) Installing a new culvert and performing ditch work on Daniels Rd. and Spruce Ln. (est. labor cost \$1,500 + the cost of culvert purchased by township). Discussion: all work will be done by Peterson Excavating. Motion carried unanimously, 3 – 0.

Peterson will also undertake the following minor maintenance projects which do not require pre-approval from the board: Ditching on Wilderness Trail and Dubla Dr., the removal of a tree and old culvert on Christianson Rd., and various minor repairs on the town hall parking lot.

Township Road Route Number Signs: Motion by Comnick, seconded by Golen, to table this topic until more research can be done (we had conflicting recommendations from SLC and MAT).

County Contract Process Clarification: We received the formal county contract for the striping projects this summer. The board clarified that since they had already approved the project, the actual contract does not need to come back before the town board for approval; the chair can sign it between meetings.

Long-Term Planning: Comnick and Road Foreman Gary Oswell expressed their concern about making long-term projections for potential road projects since there are so many unknown factors and maintenance variations to consider. Comnick would prefer to sit down with the county next year and make another 5-year plan like the one we currently have in place. Chair Brooks argued that even having a tentative plan for some of the bigger projects would give the township a head start on appropriate budgeting/levying. Treasurer Borndal offered to develop a 10-year plan for all depts. for review next month.

E. RECREATION AREA

Motion by Golen, seconded by Comnick, to cover half the weed control/fertilization costs for this summer/fall; The sports associations will cover the rest. Motion carried unanimously, 3 – 0.

Other upcoming projects: Dugouts, fence repair, the power pole by the pavilion needs repair or replacement. Laird Erikson is ready to start mowing for the year as well.

F. AIS INSPECTIONS

Inspector Update: The board has hired seven inspectors for the 2017 inspection season; training is on Saturday. Comnick will act as the program supervisor and handle all scheduling/managerial duties for the time being.

Additional Inspector Application: Motion by Comnick, seconded by Golen, authorizing Comnick and the clerk to interview AIS applicant Rick Kaneski on Saturday and offer him an AIS inspector position if appropriate. Discussion: Kaneski's resume suggests he is more than qualified for the job. He will be asked the same interview questions as the other candidates. Motion carried unanimously, 3 – 0.

CD3 Station: The location has been staked and it will likely be installed in late May. The whole apparatus can be removed in the winter to avoid snowplow damage.

Landing Garbage Disposal: A 65-gallon garbage container will be placed near the CD3 (covered by grant money). Comnick will also call to compare prices/order the dumpster we normally place by the portable toilet.

G. PIKE LAKE TOILET

Motion by Comnick, seconded by Golen, to approve the \$110/month quote from Brent's Biffies to place an ADA accessible unit at the landing for the summer. Discussion: this includes weekly servicing. The quotes were higher from Brent's Septic (\$135/month) and Portable John (\$115/month). Motion carried unanimously, 3 – 0.

H. TRAILS: School forest clean out scheduled for May 17 at 3:30 p.m. Volunteers welcome!

I. AIRPORT ZONING: Meeting the first Friday in June.

J. CEMETERY

Next month, the board will revisit the cemetery rules and potential changes. There are two burials scheduled (May 17 and July 6). The supervisors may attend the cemetery Memorial Day service.

K. RECYCLE SHED: Still waiting on the Improvement Grant application forms from WLSSD.

L. RSPT: Brooks will review/sign the “memorandum” detailing our non-dues paying membership.

M. NOXIOUS WEEDS: Noxious Weed Inspector Oswell will attend training on May 10.

N. MEETING RECAPS

Chair Brooks summarized several topics discussed at the MAT training:

1. Collecting civil damages if an overweight truck damages a township road
2. Establishing Township Road Sign Maintenance Policy
3. Purchasing/Acquiring Emergency Barricades
4. Certificates of Insurance: increase coverage to a 1.5 million limit; require certs before payment (as part of any contracts)
5. Insurance Renewals: check property/equipment values to include depreciation.
6. Separate township/personal emails: emails must be kept for 18 months. Can be subpoenaed.
7. Contracts: withhold 5% of payment until receipt of IFC form, delete Data Practices Act conditions since we are exempt (county is not).
8. Pass a resolution and affidavit for each supervisor for doing work outside their town board scope (i.e. maintenance).

Other topics for consideration: 1) Statutory fine allocation allows 2/3 of fine revenue in the jurisdiction to be given to the townships; it is currently going to the state because the townships do not have an “ORI Number” in their computer system. The supervisors will bring up the topic at the DAT meeting to see if others want to coordinate on this), and 2) there may be a change to the Open Meeting Law in which all personal discussion at venues (i.e. church) would be considered violations as well.

(NOTE: PLAWCS, PFC, BROADBAND, WEBSITE, NEWSLETTER, GOALS/PRIORITIES = Nothing to Report)

NEW BUSINESS

A. SLC TAX FORFEIT LAND

Motion by Connick, seconded by Brooks, to not dispute the county’s reclassification of the tax forfeit parcels within the township (280-0010-440, 280-0010-450, 280-0030-610). Motion carried unanimously, 3 – 0.

B. BOARD OF APPEAL & EQUALIZATION: May 4 at 10 a.m.

C. TOWN HALL MAINTENANCE

Connick will see if Laird Erikson is interested (or knows anyone who would be) in weather stripping the town hall and other various small projects.

D. LITTLE FREE LIBRARY: Will be painted in the next few weeks.

E. FACEBOOK: The clerk cannot figure out how to disallow all comments on township posts.

F. TOWNSHIP LAPTOP PURCHASE

Motion by Comnick, seconded by Golen, authorizing the clerk to spend up to \$500 on the purchase of a laptop/Microsoft office for township use. Discussion: Right now, the clerk uses her personal laptop for the work she does at home. The township laptop would be available for any of the supervisors/treasurer to use as well. We would also follow the followig MAT recommendations: it should be used only for township business. (no personal use) and more than one town official will have access to the passwords, etc. Motion carried unanimously, 3 – 0.

G. LABOVITZ AWARD: Comnick publically congratulated Kyle Anderson (owner of the Tongue & Groove Store) for winning the Labovitz Award.

CORRESPONDENCE

- Annual CenturyLink request to be notified of any township construction projects which may disturb their equipment.
- Notice of the MDH online non-com scoop
- Duluth Township newsletter
- Notice of Couri & Ruppe township legal seminar on October 7 in Cotton

MOTIONS TO PAY BILLS/ADJOURNMENT

Motion by Comnick, seconded by Golen, to pay bills #19273 – 19308 and MA-2017-8. Motion carried unanimously, 3 – 0.

Motion by Comnick, seconded by Golen, to adjourn the meeting at 9:13 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,

APPROVED:

Susan Krasaway, Clerk
June 7, 2017

Kurt Brooks, Chair
June 7, 2017