

Canosia Township

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Town Board: Chair Daniel J. Golen, Supervisor Kurt Brooks, Supervisor Kevin Comnick
Clerk Susan Krasaway, Treasurer Cheryl Borndal

REGULAR MEETING MINUTES

February 6, 2019

ATTENDING: Chair Dan Golen, Supervisor Kurt Brooks, Supervisor Kevin Comnick, Clerk Susan Krasaway, Treasurer Cheryl Borndal, Road Foreman Gary Oswell, Assistant Fire Chief Clyde Mortinsen, Rec Director Mike Ellingson, and one resident.

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

AGENDA, MINUTES, TREASURER'S REPORT & BILLS

- A. AGENDA:** Motion by Comnick, seconded by Brooks, to approve the agenda. Motion carried unanimously.
- B. MINUTES:** Motion by Golen, seconded by Comnick, to approve the minutes from the Regular Meeting (1/3/2019), Board of Audit Meeting (2/5/2019) and Budget Meeting (2/5/2019) with one minor spelling fix. Motion carried unanimously, 3 – 0.
- C. TREASURER'S REPORT:** Motion by Comnick, seconded by Brooks, to approve the Treasurer's Report (1/1/19 – 1/31/19). Motion carried unanimously, 3 – 0.

The treasurer reported:

- All W-2's and 1099's have been sent
- She will determine whether we ever received/paid the invoice for the FD thermal imaging cameras
- The P&Z Director was paid for his work in January; there will be no more P&Z paychecks after this point

CD Investment: Motion by Brooks, seconded by Comnick, to authorize the treasurer to purchase two 15-month Certificates of Deposit (CD's) at \$100,000 each, through North Shore Bank with a 1.99% interest rate; the purchase is contingent on there being no early withdrawal penalty other than the loss of the accrued interest. *Discussion:* the CD's will be purchased with money from our savings account; over 15 months, we will make about \$4,000 in interest. Motion carried unanimously, 3 - 0.

Recap of Levy Recommendation: the board recommends keeping the 2020 levy at \$297,200 with the same fund divisions as 2019. At the annual meeting, they will explain about the implications of the growing tax base and how some people could see their township levy portion decrease.

- D. PAY BILLS:** Motion by Comnick, seconded by Brooks, to pay bills #20236 – 20271 and EFT-2019-2. Motion carried unanimously, 3 – 0.

OLD BUSINESS

A. PLANNING & ZONING

General Update: The County Board approved our zoning transfer request in late January and on February 1, the county began administering township zoning. All files have been transferred to them. The clerk is updating the township website to include the county contact information; this info will be in the newsletter as well.

CUP Application: The SLC Planning Commission sent us a CUP borrow pit application they received from Peterson Excavating. The board did not have any comments to send to the county on this application; If we do have input on future applications, they must be captured via town board resolution.

The clerk will contact the county planning commission secretary to have them send future applications through the clerk at the town (or preferably via email) instead of to Supervisor Brooks' home. The clerk will then forward the applications to the board members as an FYI and file them appropriately; the applications will only be added to the meeting agenda if a supervisor feels there is an issue that needs to be addressed.

B. ANTI-BLIGHT

The board has opted to pursue a hazardous buildings ordinance, instead of a broader anti-blight ordinance. The new version will encompass potentially dangerous, abandoned or fire damaged structures that pose a safety hazard for residents and firefighters. Supervisor Brooks will draft an ordinance in the next few months.

C. FIRE RELIEF

Open Meeting Law Posting Requirement: Motion by Comnick, seconded by Golen, stating that all Canosia Township Fire Relief Association Meetings should be in compliance with the Open Meeting Law Requirements as outlined in a recent State Auditor newsletter; Plus, Supervisor Brooks and Treasurer Borndal should not attend relief association meetings unless they have been properly posted. *Discussion:* The board encouraged the FD to send the posting information to the clerk who can then post them at our posting sites in plenty of time. Motion carried unanimously, 3-0.

D. FIRE DEPARTMENT

2019 FIRE DEPT. RESPONSES			
Call Type	January #'s	Notes	Total for 2019
EMS	15		15
Medical MUA	2		2
Twp Fire	0		0
MUA Fire	2		2
Service	1		1
TOTAL	20		20

Training: CPR recertification and MN Fire class

Key Card Access: Waiting on the new doors

Lockboxes for Businesses: No progress to report

Cich Property Review: Waiting on warmer weather

E. ROADS

Road Report: Supervisor Comnick reported that the roads are in good winter driving condition. He addressed one resident concern about the plowing on Pike Ln. There is also an issue there with residents there pushing snow into the road; Comnick may communicate his concerns about this with the residents if he gets in contact with them. We are still waiting for the bid results for the 2019 scrub seal pricing.

2020-2023 Road Plan: Comnick recently met with St. Louis County Public Workss to discuss plans for the next four years. He will prepare the information for board review this spring.

F. RECYCLE SHED

Brooks and Borndal attended the WLSSD informational meeting in January: WLSSD has decided to drop their plan for food waste recycling; however, the plastic film stream is going well and they have added a second cart for this option. They are also considering whether to replace the individual carts for plastics/glass, etc. with small dumpsters.

G. RECREATION AREA

The rink has been flooded regularly by the FD. The plan is to paint it white in the spring to help better retain the ice next year. Rec Director Mike Ellingson is working with Percy Johnson on the warming shed heater problem.

Connick noted that we owe it to our residents to provide them with the promised services in a timely manner; Therefore, he believes that instead of always relying on volunteers, we shouldn't hesitate to pay to get things done quickly on occasion (e.g. hiring an electrician to fix the heater, etc.).

H. AIS/CD3

Delegation Agreement: Motion by Brooks, by Connick, to approve the two-year Delegation Agreement.

Discussion: This is the agreement we need on file with the DNR in order to conduct AIS inspections; our previous agreement expired at the end of 2018. Motion carried unanimously, 3-0.

CD3: Connick had a sign made using the Wildlife Forever recommended template. It will be installed this spring next to the CD3 station.

I. TRAILS

SLC Trail Authorization Agreement: Motion by Brooks, seconded by Connick, to approve the St. Louis Trail Authorization Agreement. *Discussion*: This is the document giving us permission to develop our proposed trails on County tax forfeit land; the clerk will send the signed agreement back along with the certificate of insurance naming SLC as an additional insured party. Motion carried unanimously, 3 – 0.

J. CEMETERY

Mausoleum: Connick met with Tom Bell at Oneota Cemetery to discuss mausoleums. Oneota's are built by a company in Esko. Rough cost for a 24-capacity, monument style mausoleum is \$12-15k which includes the inscription plates for each spot; 48-capacity is \$15-20k. The cost is typically recouped as the spaces are filled or reserved. We will gauge interest for this in a future newsletter.

K. NEWSLETTER

The board approved the draft newsletter articles; the clerk will compile/format the newsletter and get it to the printer ASAP, ideally within the next week.

L. TOWN HALL WELL ISSUES

Supervisor Golen has begun chlorinating the pipes and is hopeful this will fix the coliform problem

M. NOXIOUS WEEDS

Grant award notification has been delayed; still waiting on news of our application

N. AIRPORT ZONING: February meeting was canceled

O. MEETING/TRAINING RECAPS

At the recent DAT meeting, Fredenberg discussed how there is now a fiber connection to every home within their township.

P. BUILDING MAINTENANCE

The clerk will contact Steve Oswell of SignDecisions to fix the lock issues on the posting signs. Clyde Mortinsen will have the noisy garage door repaired.

{Nothing to report: PLAWCS, Website, PFC, Fine Sharing, Goals & Priorities}

NEW BUSINESS

A. SLC HAZARD MITIGATION PLAN

The clerk has posted the notice of the County's hazard mitigation plan on the town hall bulletin board and will add a link on our website as well. Proof of both these postings will be sent to the county as requested.

B. REPORTS FOR ANNUAL MEETING: The clerk requested that all reports be submitted by early March

C. ELECTION JUDGES FOR MARCH ELECTION

Appoint Judges: Motion by Brooks, seconded by Comnick, to appoint Barb Misgen, Linda Bashaw, Nancy Cameron, Judy Kehtel and Jeannie Trush as judges for the March 2019 township election

Appoint Absentee Ballot Board: Motion by Brooks, seconded by Comnick, to approve Resolution #2019-1 Appointing the above-named judges as the Absentee Ballot Board for the March 2019 township election. Motion carried unanimously, 3 – 0.

D. ELECTION EQUIPMENT: DS200

DS200 Contract: Motion by Comnick, seconded by Brooks, to approve the purchase of the new DS200 electronic ballot counting machine from ES&S at a total cost of \$5,260. *Discussion:* that total cost includes \$500 trade-in for our MS100. We already received \$1,800 in grant money that will be put towards this purchase as well. The grant money has to be used or returned by August. The clerk discussed the DS200 with the County Auditor's office this month: they've been using the DS200 for a while and feel it is a great machine; all municipalities will likely need to upgrade to DS200's within the next five years. The special county board elections this spring/summer will be a great time to test it out before the 2020 General Election. Motion carried unanimously, 3 – 0.

E. SPECIAL ELECTION DATES

The county has announced that the special elections to fill Representative Pete Stauber's seat on the County Board will be held on May 14 (Primary) and August 13 (General).

F. MNDOT Mapping Request: The supervisors suggested changes were submitted last month.

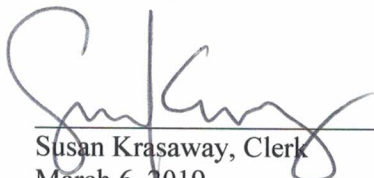
CORRESPONDENCE

- Annual PLAWCS audit documentation
- Notice of the special elections for county board
- Township newsletters from Fredenberg, Lakewood and Duluth
- Community Education magazines

ADJOURNMENT


Motion by Comnick, seconded by Brooks, to adjourn the meeting at 9:10 p.m. Motion carried unanimously, 3 – 0.

Respectfully submitted,



Susan Krasaway, Clerk
March 6, 2019

APPROVED:



Daniel J. Golen, Chair
March 6, 2019