

# Canosia Township

4896 Midway Road  
Duluth, Minnesota 55811  
Voice/Fax 218-729-9833

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

## REGULAR MEETING MINUTES

January 2, 2020

ATTENDING: Chair Kevin Comnick, Supervisor Kurt Brooks, Supervisor Dan Golen, Clerk Susan Krasaway, Treasurer Cheryl Borndal, Road Foreman Gary Oswell, Rec Director Mike Ellingson, and three residents.

Chair Comnick 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 Golen, seconded by Comnick, to approve the agenda with one addition: add Community Shred Event under New Business. Motion carried unanimously, 3-0.
- B. MINUTES: Motion by Brooks, seconded by Comnick, to approve the minutes from the Regular Meeting (12/4/2019). Motion carried unanimously, 3 – 0.
- C. TREASURER'S REPORT: Motion by Comnick, seconded by Brooks, to approve the Treasurer's Report (1/1/19 –12/31/20). Motion carried unanimously, 3 – 0.

Outstanding Check Policy: Motion by Comnick, seconded by Brooks, establishing a policy regarding township checks that have not been cashed for an extended period: Checks to township employees can be voided and reissued as needed. If the original checks are located, they should be surrendered to the treasurer. External checks will be voided as well; there is no need to stop payment since banks should not cash them after 180 days. Motion carried unanimously, 3 – 0.

Class Action Settlement Check: motion by Comnick, seconded by Brooks, to accept the \$75.68 check from JND Legal Administration (FTC vs. A1 Janitorial Supply Corporation Refund Account). *Discussion*: the accompanying letter from the FTC indicated the money was part of a class action settlement against A1 Janitorial Supply/Century Manufacturing, a fraudulent office supply company. Since the letter was vague and referred to us as the "City of Conosia", the clerk and treasurer asked for the board's opinion before cashing it, on the off chance it was a scam. Since the treasurer confirmed the case on the FTC website and the clerk found reference to the problem in the February 2013 board meeting minutes, the board found no reason not to proceed with accepting the money. Motion carried unanimously, 3 – 0.

Restricted Funds: the board will now receive a summary of all restricted funds each month even if nothing has changed

CD Interest: After 9 months we have earned over \$3,000 total interest on our two certificates of deposit.

D. **PAY BILLS:** Motion by Brooks, seconded by Golen, to pay bills #20669-20702 and EFT-2020-1. Motion carried unanimously, 3 – 0. Note: The treasurer will bill PLAWCS \$20, the amount we paid to SLC to certify unpaid PLAWCS user fees to taxes.

## OLD BUSINESS

A. **PLANNING & ZONING:** the LaJoy variance application was declined by PLAWCS

B. **FIRE DEPARTMENT:** The chief was not able to attend due to personal reasons

### C. ROADS

The large snow piles in the parking lot may need to be moved. Asphalt of Duluth or the SLC will handle it.

Plowing Complaint: A resident hung a sign at the corner of Martin and Lindahl Roads expressing their anger with the amount of time it takes for the county to plow their portion of Lindahl. Comnick talked to SLC and was told they have mapped out their routes for greatest efficiency; that portion is most effectively plowed as they work their way back up Martin Rd. towards the public works building. The county welcomed the resident to call and discuss it further. SLC removed the sign since it was in the right-of-way.

Posting Location: Motion by Brooks, seconded by Comnick, to discontinue use of the Martin & Lavaque posting location until weather permits; currently the posting board is not reasonably visible or accessible due to the snow piles. Motion carried unanimously, 3-0.

### D. RECYCLE SHED

Brooks and Borndal will attend the WLSSD recycling meeting on January 9. Comnick asked them to get Waste Management contact information in case we need to move the dumpsters to clear the fallen trees nearby.

This month it became clear that some residents are inappropriately taking advantage of the two unlocked recycling dumpsters. Recycling Attendant Frank Bolos is still waiting for WM to supply additional locks.

### E. RECREATION AREA

Supervisor Golen and Rec Director Mike Ellingson would like to form a brainstorming group for rec area projects. They will put a notice in the newsletter.

Referendum Reimbursement: The board debated whether referendum funds should be used for normal rec maintenance costs or if it should be used to fund special projects they otherwise wouldn't do.

Motion by Comnick, seconded by Brooks, to submit the treasurer's list of recreation expenses to ISD 704 reimbursement with the understanding that a future project list will be put in place soon so they can plan how to best use the rest of the money. *Discussion:* The \$3,600 in expenses submitted for reimbursement include concession stand supplies, ballfield lime, court maintenance supplies, and gravel/signs for the new trail. Motion carried unanimously, 3 -0.

F. **AI3/CD3:** No word on grant yet; Comnick will attend the January 29 DNR/SLC AI3 meeting.

### G. TRAILS

He will meet with Chris Balzer in the spring to look at the connector trail. Phase 2 will remain on the agenda.

## **H. NEWSLETTER**

Articles: PLAWCS, roads, rec area community group, 2020 Census, Presidential Primary info and March election info, levy information/annual meeting, trails (emphasize that we need to know if it's popular and that there is still more work to be done in the spring to make sure its safe/no glass, etc.).

## **I. PLAWCS**

Basin Repair: Motion by Golen, seconded by Brooks, to approve Resolution 2020-1, authorizing the PLAWCS basin repair project. Motion carried unanimously, 3-0.

Storage Space Rental: Motion by Comnick, seconded by Brooks, approving the Canosia Storage Space Lease Agreement for PLAWCS. *Discussion*: the board felt \$250/month was a fair price for storing the PeopleService equipment and five PLAWCS file cabinets in the garage. The rent has not been raised in over 8 years and is below what a formal storage facility would cost. The agreement will be sent to the PLAWCS board for approval as well. Motion carried unanimously, 3 – 0.

## **J. TOWN HALL WELL**

Selecting a Well Driller: Motion by Comnick, seconded by Golen, authorizing Brooks to contact our top three well drilling providers and choose one of them, at his discretion. *Discussion*: After hearing Brooks' insights on the various strategies/responsiveness of the providers and reviewing a comparison spreadsheet, the board said Kent Well Drilling would be their top choice, followed by Sunnarborg and then Graves, depending on their availability. Since there are so many unknowns (depth, plumbing needs, backhoe and blacktop work, etc.) we won't know the total cost until the project is complete. Our grant funding will cover half the project cost up to \$10,000. Motion carried unanimously, 3 – 0.

## **K. NOXIOUS WEEDS**

The 2019 grant was successfully closed out and they sent us the remaining \$644. The clerk will submit the requested year-end report to Kristin Fogard.

**L. AIRPORT ZONING**: No January meeting.

## **M. MEETING/TRAINING RECAPS**

Comnick attended the SLC multi-hazard emergency management meeting. The township will fall under the SLC umbrella on this. Comnick will inform them that the town hall can be used for an emergency shelter once the well is complete.

## **N. BUILDING MAINTENANCE**

- Roof repair: waiting on a response from Perrault.
- Garage clean out: keep on agenda
- Outside building light: might need a new sensor

## **NEW BUSINESS**

**A. INSURANCE DEDUCTIBLE**: Still waiting on MATIT response

**B. BUDGET/AUDIT MEETINGS**: 5:30 p.m. on Wednesday, February 5

**C. CANDIDATE FILING**: Open until January 14 at 5 p.m.

**D. COMMUNITY SHRED DAY**

Motion by Comnick, seconded by Brooks, authorizing Sathers Realty to host a free community paper shredding event on a Saturday this spring in the town hall parking lot. *Discussion:* they will likely serve sandwiches/chips too; they typically hold this at their office but can't due to road restrictions. The supervisors agreed this will be a nice event for the community. Motion carried unanimously, 3 – 0.

**E. OFFICE PRINTER**

Motion by Comnick, seconded by Brooks, authorizing the treasurer and clerk to purchase a new printer for the office at a cost not to exceed \$600 total. *Discussion:* one of the existing printers no longer works; the other is having some issues with drum/toner usage but is still functioning. Motion carried unanimously, 3 – 0.

**CORRESPONDENCE**

- SLC Notice of Tax Forfeit Land for sale (280-0030-00660 and Sathers Rangeway: 280-0015-00020)
- Duluth, Solway, Lakewood and Fredenberg Township newsletters
- Notice from our postal carrier that the snow needs to be cleared around our mailbox after every snow event
- Thank you note from the new YMCA

**ADJOURNMENT**

Motion by Brooks, seconded by Comnick, to adjourn the meeting. Motion carried unanimously, 3 – 0.

Respectfully submitted,

APPROVED:

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Susan Krasaway, Clerk  
February 5, 2020



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Kevin L. Comnick, Chair  
February 5, 2020