

Approved

**LUTSEN TOWNSHIP  
ANNUAL TOWN MEETING MINUTES  
March 10, 2020  
Lutsen Town Hall**

**Present:** Sharon Hexum-Platzer, James Coleman, Judy Motschenbacher, Matt Kartes, Ben Belland, Elis Walch, Henry Walch,, Carl Friesner, Collen Brennan, Paul Goettl, Ashley VanDoren, John Brisky, Maureen Bazett, Rhonda Silence, Leah Ekstrom

**Call Meeting to Order:** 2020 Annual Town Meeting called to order by Clerk S. Hexum-Platzer at 8:05 pm.

**Nomination from the Floor for Meeting Moderator:** S Hexum-Platzer opened the floor to nominations for meeting moderator. Matt Kartes was nominated but declined. Carl Friesner nominated Judy Motschenbacher. This was seconded by. All voted in favor of the selection, no objections. J Motschenbacher accepted the nomination and assumed the position of meeting moderator.

**Pledge of Allegiance:** The Flag was presented, followed by the Pledge of Allegiance.

**Reading and Setting of Agenda:** With the understanding that Commissioner Ginny Storlie would join the meeting later, M Kartes made a motion to approve the agenda and Elis Walch seconded. Motion carried.

**Reading and Approval of 2019 Annual Meeting and Continuation of Annual Meeting Minutes.** Provided online and in hard copy at the meeting: J Coleman made motion to waive the reading and approve the minutes as presented. Henry Walch seconded. Motion passed.

**Review of Audit Report for 2019.** These data were posted as required. With documents proved, no oral reading of the data was done and was reviewed. Audit summary data for fiscal period January 1, 2019 through December 31, 2019 reviewed and approved by Supervisors: Beginning Balance: \$372,076.59, Total Receipts: \$415,414.47, Total Disbursements: \$310,643.16, Ending Balance: \$476,847.90. [Note: The Disbursements and Receipts included moving funds from checking to Truck Fund and separating the Truck Fund from Operating Money Market Fund thus duplicating some monies] The foregoing summary of receipts and disbursements, as well as the itemized statement of the Receipts Register, Cash Control Statement, Statement of Indebtedness, and the itemized statement of the Disbursements Register inclusive; have been examined and audited by supervisors and were approved 4th day of February, 2020. All claims and receipts are located in the town office and available for review.

**Review of 2019 Board of Audit Meeting Minutes. Board of 2019 Canvass Minutes. Review of 2019 Board of Appeals and Equalization Meeting Minutes.** Since each of these were available online and in hard copy at the meeting as well as having been reviewed and approved at previous Regular Board meetings, no other action was required

**Motions to authorize Board actions** – [E.G. MN Statute 365.10 donation allowances] Donation Requests:

1. Lutsen Junior Alpine Ski Team for 2021 - \$ 1500 Clerk Hexum-Platzer read the request letter. M Kartes made a motion for Lutsen Board to approve the payment of \$1500 to the support Lutsen Junior Alpine Ski Team. L Cooper seconded. No discussion followed. Motion passed.
2. Tofte Township for July 4, 2021 Fireworks Display - \$1500 Clerk Hexum-Platzer read the Tofte Township email. C Friesner made a motion to recommend Lutsen Board approval of this donation. J Coleman seconded. No discussion followed. Motion passed.
3. Funding to support Lutsen Community Fall Celebration - \$ 300 Clerk Hexum-Platzer noted Board Supervisor discussion to support the event. C Brennan made a motion to recommend that Lutsen Board approve spending up to \$300 for the Lutsen Community Fall Celebration. L Cooper seconded. Motion passed.

**Proposed 2021 Township Budget** Treasurer Goettl first explained that the Proposed Town Budget was planned on February 4 with the supervisors and the Fire and EMS chiefs. Using the budget handout, he explained the General Town Budget includes township expenses and the Fire District Budget includes items that impact the entire fire district [from Onion River to Cascade]. He noted that the Fire and EMS departments are now under one budget which makes clerical and accounting simpler and efficient. He noted a specific 2021 cost for elections which happens during the even year but the County bills us in the following odd numbered year.

He provided a page that includes other fire budget items: building loan payment to Cook County with approximately 10 years left; the Truck Fund which is 25,000 per year. Moderator Motschenbacher asked what the current amount was in that account. Answer about \$143,000. Firefighter PERA contribution. Treasurer Goettl included a final page that showed not only the proposed budget but also the source of funds

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so that the expenses match the funding Lutsen receives. Some of the sources are tax levy, state grants/aids, donations, hall rentals. Clerk Hexum-Platzer said that some of those monies will be taken from the operating fund which has some surplus funds from previous years. Moderator Motschenbacher asked what amount was in that operating fund. Answer about \$123,000. John Brisky asked what happens if this reduced budget does not cover future needs and if there is a plan to see what capital items are needed in the next few years. Chief Kartes said that is exactly what Chief Coleman and Treasurer Goettl will have prepared by the August meeting so any adjustments can be made at that time. Maureen Bazzett asked about capital items in the Fire and EMS budget portion because it seemed a great deal higher in the last two years. EMS Chief Kartes was asked to explain the 2018 surge: answer the AED which provides immediate data to the EMS crew as well as the hospital and ambulance. It was expensive and somewhat covered by donations. Fire Chief Coleman explained that this year the AIR PACs which provide air to firefighters inside burning buildings had reached their shelf lives and were failing so about \$43,000 is needed to replace them.

**Preliminary setting of 2021 Levy:** Total proposed tax levy/budget [including recommended donations] is \$212,350. This budget can be reviewed after 6 months finances are checked and accepted/changed at a Continuation meeting in August. A complete copy of the 2021 budget plan is available in the Town office.

**Other Business/Citizen Comments:** J Motschenbacher brought up request to use the Town Hall free of charge by residents for purposes that are educational/ recreational as long it is open to the public and no money is gained. She provided a handout with reasons for this request: taxes pay for the building and utilities & offering a place that builds community. M Kartes brought up concerns about open for any reason might be problematic. Bone Builders petition was read which currently has 30 signatures. E Walch corrected the Petition Summary and Background from "At a previous regular Lutsen Town Board Meeting, the supervisors declined a request." to the supervisors postponed a decision on the request and then the BB group found a venue." John Brisky explained how those who participate improve their health. P Goettl brought up building maintenance and suggested a proposal form if others want to use the building so supervisors can address use of the Town Hall by particular groups. A question of the Town's liability for users was asked and needs to be researched. J Motschenbacher explained that the kitchen area can be locked so it is not used which limits maintenance and that Bone Builders uses the chairs and then leaves. P Goettl noted that town hall rent generates about \$1500, additional fees are not significant. M Bazzett explained that nowhere in our region are BB groups charged rent and that this is a national program to bolster health especially of seniors. J Brisky made a motion to allow Bone Builders use of the town hall for 1 hour at no charge. Colleen Brennan seconded. Discussion followed: Who would be in charge of following town use protocol? J Brisky said the trainers who lead the sessions could do this. Other discussion points included that other activities do provide small rental income and perhaps someone might donate to support this activity. M Kartes asked if a paying entity wished to use the facility at the same time the group met would that group be allowed to take BB time frame. C Friesner answered that events that are ongoing are on the Town's calendar and any new users would see and change their time accordingly. C Brennan said the Bone Builders meet for 1 hour on Tuesdays and perhaps another weekday at 10:30. Others agreed that this probably would not impact most other rental opportunities. Clerk Hexum-Platzer explained that the supervisors still make the final decision on approving this use. Moderator Motschenbacher called the question. Clerk Hexum-Platzer re read the motion. Motion passed.

**Annual Town Election Results:** Election judge Leah Ekstrom provided these summary results: For the Seat of 3 year Supervisor, there were 50 votes for incumbent Andrew Beavers and 52 votes for Lollie Cooper and 1 blank. For the special election for Supervisor 1 year term, Colleen Brennan received 88 votes, write in votes included Mike Rose- 1 vote, Paul Goettl -1 vote, Elis Walch - 1 vote, and Leah Ekstrom 1-vote, and 11 blank. For 2 year term for Town Clerk, Sharon Hexum-Platzer received 91 votes, and write votes included 2 for Judy Hill with 10 blank. With no one running for the Town Treasurer for the 1 year position, write in candidate Ashley VanDoren received 61 votes and Paul Goettl who is leaving the position received 2 votes and 40 blank. Total voters: 103.

**Commissioner G Storlie report:** With no other Business and Commissioner Storlie not present, Moderator Motschenbacher proceeded to final agenda items.

**Set next Annual Meeting Date:** L Cooper made a motion to set next Annual Meeting location to be Lutsen Town Hall and the date of March 19, 2021 at 8:05 pm. E Walch seconded. Motion passed.

L Cooper made a motion to **Continue Annual Meeting to Finalize 2021 Tax Levy** August 18 at 6 p.m. P Goettl seconded. Motion passed.

Note: Minutes are not word-for-word. A tape of the entire meeting is available in the town office.

Respectfully Submitted,

Sharon Hexum-Platzer  
Lutsen Town Clerk

J Motschenbacher \_\_\_\_\_  
Meeting Moderator

Approved

## CONTINUATION OF ANNUAL LUTSEN TOWN MEETING August 18, 2020

### Lutsen Town Hall

### Minutes

**Call Meeting to Order/Reconvene 2020 Annual Town Meeting:** Clerk Hexum-Platzer called meeting to order at 6:05

**Attendance by Roll Call** [Required since this is a remote meeting due to Covid 19 directives]: Sharon Hexum-Platzer, Carl Friesner, James Belski, Ashley Van Doren, Alice West [non resident], Judy Motchenbacher, Heather West, Lollie Cooper, Colleen Brennan, James Coleman, later attendees- Matt Kartes, Caller 2 identified as Ginny Storlie whom we could not all see/hear

**Pledge of Allegiance:** Flag was presented for the pledge of allegiance.

**Nomination from the Floor for Meeting Moderator:** C Friesner nominated Judy Motchenbache as moderator. L Cooper seconded. Ayes by S Hexum-Platzer, C Friesner, C Brennan, J Belski, H West, L Cooper, J Coleman, A West, A VanDoren. No nays.

**Setting of Agenda:** Moderator J Motchenbacher asked for motion to approve agenda. L Cooper motion to approve agenda. C Brennan seconded. Ayes by C Friesner, A VanDoren, J Belski, L Cooper, C Brennan, H West, J Coleman, A West, S Hexum-Platzer. Motion passed.

**Reading of Treasurer's Report:** Clerk Hexum-Platzer read June Treasurer report which indicates 6 month spending budget status. Balances as of June 30, 2020: Business checking account is \$199,078.47 Building fund is \$25,684.68. Operating General Fund Money Market \$75,215.44, Fire/EMS Truck Fund, \$143,290.96 Total funds-- \$443,269.95. YTD Receipts \$192,012.60 which includes first half of levy. YTD Disbursements \$227,094.11 [includes transfers of \$25,000 to truck fund and transfer of \$50,000 to NSFCU checking from GMSB Operating Fund]. Clerk explained that both of these figures include those transfers monthly and reflect are the same town monies. 2020 General Town Budget \$35,050.00; 2020 Fire District Budget \$158,245.00. Approved 2020 Tax Levy is \$193,295.00.

**Replacement of Storage Shed:** C Friesner shared drawings of shed that needs replacing due to floor collapsing and lack of space. A 16 x24 timber frame shed is being constructed by North House students and is available to the Township for about \$8300. He has secured having a slab constructed and poured by resident contractor, M Haugen and roof construction by resident contractor P Reeves of Superior Properties. North House would store frame until spring of 2021 when it could be delivered by trailer. He believes he can get the rest of the materials donated and plans a community "shed raising" event to complete the work. The north side of the building will be a concession area for use by various group events and the back larger portion has access door for storing fire and town equipment.

**Speed Digital Display Sign for Lutsen** (Continued discussion from earlier Board Meetings): J Belski shared contact with MNDOT director of NE quadrant covering St. Louis, Lake and Cook Counties, Jim Miles. He shared history of speed limit and sign issues with Miles and found that MNDOT's research shows that dynamic display or digital signs warn and slow drivers. Belski reported that he had sent more information to the town board earlier this year with potential additional monetary support available and asked for questions or comments. He added the safety of residents, businesses, and visitors should be a priority with increased tourism traffic. C Brennan spoke of her research with costs. RU2 Systems Inc gave cost of electric-powered sign \$2615 and solar-powered of about \$5200. Installation of electrical might be donated. She read a letter of support from Arrowhead Electric. She further reported that 48 residents signed a petition of support for installing such signs. She reported no one was opposed but all she spoke to were enthusiastically in support. The cost of electric sign would be about \$12/month. After further discussion, H West made a motion to request the Town Board to pursue installation of digital signs. J Belski

*Approved*

seconded. With no further discussion roll call vote taken: Ayes by C Friesner, A VanDoren, J Belski, L Cooper, C Brennan, H West, J Coleman, A West, S Hexum-Platzer, M Kartes Motion passed.

**Lutsen Mountain Expansion Impact on Neighboring Scientific Nature Area, etc:** A West explained that her family donated the land for the SNA and located between Caribou Trail and Ski Hill Road. Cross Country ski trail and a snowmobile trail go through the SNA. She wanted to know how the Township felt about the expansion and impact on the area. Discussion included that although this is not a Town Board decision, residents can comment. Some comments included the increase in business since skiers would be more apt to travel to Lutsen to ski, issues of additional costs due to EMS incident calls, worker housing, additional workers, highway use and speeds. An additional public comment period is possible

**Review of Proposed 2021 Budget and any changes/updates:** Treasurer A VanDoren reviewed the 2021 proposed budget. [Copies available in town office.] General Administration-- \$32,350; Fire Administration -\$35450; Fire & EMS Department - \$100,155; Set payments [includes Building Loan, Truck Fund and possible PERA]-\$44,395. Total combined budget is \$212 350. A VanDoren shared that this total levy could be reduced since sources of funds including property taxes of \$175,000 and usual state grants and aids of \$32,500of , hall rentals, donations of usually about \$8000 the Total 2021 Budget for a Levy amount can be reduced to \$175,000.

L Cooper made a motion to add \$10,000 as line item for safety signs and increase the proposed tax levy to total of \$185,000. C Friesner seconded. With no further discussion, Moderator Motchenbacher did a roll call vote: C Friesner, aye; A VanDoren, aye; S Hexum-Platzer, aye; L Cooper, aye; C Brennan, aye; J Brennan aye; Caller 2 [G Storlie], aye; M Kartes, aye; J Belski, aye. A West could not vote. Motion carried.

**Finalize 2021 Lutsen Township Levy:** C Brennan made a motion to finalize 2021 Lutsen Township levy at \$185,000. L Cooper seconded. Moderator Judy Motschenbacher called for roll call vote. C Friesner, aye; A VanDoren, aye; S Hexum-Platzer, aye; L Cooper, aye; C Brennan, aye; J Brennan aye; Caller 2 [G Storlie], aye; M Kartes, aye. [Neither J Belski and A West as non resident voters could vote on final levy.] Motion carried.

**Setting location and time of 2021 Annual Meeting:** The Election is 5-8 p.m. on March 9, 2021 Discussed location due to Covid and shared that after poll closing is Lutsen Township Annual Meeting could be scheduled for @ 8:05 p.m. in large town hall or possible remote format. L Cooper made a motion to hold the 2021 Annual Town Meeting in the Lutsen Town Hall or remotely if needed on March 9, 2021 at 8:05 p.m. C Brennan seconded. Moderator Motchenbacher called roll call vote: C Friesner, aye; A VanDoren, aye; S Hexum-Platzer, aye; L Cooper, aye; C Brennan, aye; J Brennan aye; Caller 2 [G Storlie], aye; M Kartes, aye; J Belski, aye. Motion carried.

**Adjournment:** C Friesner made a motion to adjourn the 2020 Annual Town Meeting. L Cooper seconded. Ayes by C Friesner, A VanDoren, J Belski, L Cooper, C Brennan, H West, J Coleman, A West, S Hexum-Platzer, M Kartes Motion passed. Meeting adjourned at 7:05 p.m.

Submitted: Sharon Hexum-Platzer

Moderator Judy Motchenbacher