

**FREDENBERG TOWN BOARD MEETING
ST. LOUIS COUNTY, MN**

**MINUTES OF PROCEEDINGS
February 3, 2021**

**TIME & PLACE: 7:00 pm
FREDENBERG TOWN HALL, VIA ZOOM & RADIO ON 93.5 FM**

The monthly meeting was CALLED TO ORDER at 7 pm by Chair Clay Cich. Also, present were: Deb Pawlowicz, Walter Rapp, Jim Ray & Tim Wagner (via zoom). Mary Skafte & Diane Palmstein/clerks & Pam Blekestad, treasurer also present. 70 individuals were present by zoom or in person/via FM transmitter and stood with the Board recited the Pledge of the Allegiance. Clay Cich made a motion to record the meeting tonight and make it part of the township record, Deb Pawlowicz seconded. The administrative policy was reviewed, and the board agreed a motion was sufficient to record. **3 YEAS:** Clay Cich, Deb Pawlowicz, Jim Ray. **2 NAYS** Walter Rapp, Tim Wagner. **MOTION PASSED.** Clerks recorded the meeting.

1. APPROVAL OF MINUTES: Jim Ray made a motion to accept Jan. 6, 2021 meeting minutes with 1 correction, under Parks & Rec, add; The reason the skating rink shack is closed is due to COVID-19 restrictions, Clay Cich seconded. **5 YEAS. MOTION PASSED UNANIMOUSLY.** Jim Ray made a motion to accept Jan. 6, 2021 meeting minutes for Reorganizational Meeting without correction, Clay Cich seconded. **5 YEAS. MOTION PASSED UNANIMOUSLY**
2. TREASURER'S REPORT: as of 1/13/ 2021, reconciled checking account balance is \$373,022.24. Total funds are \$503,444.50, which includes 4 CDs totaling \$202,917.51. Clay Cich made a motion to accept treasury report, Deb Pawlowicz seconded. **5 YEAS. MOTION PASSED UNANIMOUSLY.** Pam Blekestad stated she did get a call back from Ehlers, clarification on refunding the Fire Hall bond, most cost saving may come from refinancing with a local bank, she still is trying to get clarification on financial benefit of paying off the Fire Hall Bond early.
3. CORRESPONDENCE: 31 total: 8 mail and 23 e-mails were received and reviewed by the Board.
4. REVIEW OF BILLS: Mary Skafte/clerk stated that the ARDC check has been cut but not sent to them and waiting for Clay Cich to get clarification from them on billings. MSR payment is from electrician and is for three years billing. Jim Ray made motion to accept checks #10271 to #10284, totaling \$10,265.89, Clay Cich seconded. **5 YEAS. MOTION PASSED UNANIMOUSLY.**
5. REPORTS:

Clerk – Local Board of Appeal & Equalization has been tentatively scheduled for Wed. May 19, 2021 at 1-2 pm. Diane Palmstein/clerk read an email received from Jason Hill/attorney regarding a correspondence copied to inadvertently to the study committee secretary and the office response to the email stated that no one on the study committee should receive or request anything from the attorney and that the town hall office and supervisors should receive it first. Mary Skafte informed the board that all financial documents required by the MN State Auditor have been submitted and received. All end of the year report, IRS and taxes have been completed.

Road Report - nothing new

Fire Dept. – quiet month, 2 medical calls. Members participated in SCBA (self-contained breathing apparatus) training. Winter is here, please look over your driveway and to be sure they are wide enough and opened enough for emergency vehicles to access. Driveways should be cleared to at least 12 feet high and 12 feet wide for fire trucks and other emergency vehicles to access. Help can be delayed if we have to walk in to help you out because of not being able to drive to your residence. A flyer on electrical fire safety attached and will appear in the newsletter.

Cemetery – closed

Parks & Rec – skating rink is up and has good ice. New shovel purchase and Jim Ray thanked Pam Blekestad for her help. Deb Pawlowicz asked about opening of the warming shack, Jim Ray feels because of current COVID restrictions in place it should remain closed.

Community Center – FM transmitter hooked up. Board discussed reopening of the Town Hall but decided against until COVID restrictions are done.

Recycle Center – up and running, Austin Sunnarborg hired as a fill in. Tim Wagner reviewed the Recycle Cold Weather Policy; considering upcoming cold weather this weekend and policy states the center will close with wind chill temps below -40degrees. Deb will let clerks know by Friday so it may be posted at the center, Nextdoorfredenberg and web site.

Preparedness Plan Update- Clay Cich hasn't been able to update, clerks will update plan with new equipment and other changes done because of CARES funding.

Other Meetings - Walter Rapp, Mary Skafte and Diane Palmstein listened to MAT zoom meeting on Annual Meetings on January 27, 2021 at 11 am.

6. **OPEN FORUM:** Kathy Pearson wanted more information on correspondence from St. Louis County on 1/28/21 and letter from Lynn Svercl, also asked if the study committee is working on the moratorium or zoning and what was the ARDC letter for. Deb Pawlowicz made a motion to read all letters in correspondence, Clay Cich seconded. **YEAS: Clay Cich, Deb Pawlowicz NAYS: Walter Rapp, Jim Ray, Tim Wagner. MOTION FAILED.** The board asked the clerks to read the letter from St. Louis County Planning & Community Development 1/28/2021 and Lynn Svercl letter from 1/26/2021 (which were read aloud). Walter Rapp read resignation letter from Town Clerks: Mary Pat Skafte and Diane Palmstein. Jock Finner thanked the Fredenberg Fire Dept. for helping out his mother recently. He felt the skating shack should be opened and has called St. Louis County many times to report violations and non-compliance issues done by the gravel pit on West Pioneer Road without any success or action by them. Dan Svercl stated Mr. Finner needed to direct his issues to the correct department, which is the St. Louis County Sheriff Department, to file a complaint and that he (Dan Svercl) is applying for a gravel pit CUP at 5559 Taft Road for gravel extraction and a hot mix plant.
7. **OLD BUSINESS:**
 - a. Township Road Improvement Grant for East Cook Lake, West Island & Wood Duck Drive: Clay Cich presented an overview of grant process. Diane Palmstein/clerk read aloud the amendment to Resolution 2021-002 which states financial cost the township could incur with the Road Improvement Grant (engineering, right-of-way, inspection, and other non-eligible costs & eligible items in excess of the grant amount). Grant application was submitted on Feb. 2, 2021 and on the County Board Agenda in March 2021. Project includes 2.4 miles of paving, a dry hydrant, engineering, and a heli-pad, which will be completed by the township, Fredenberg is asking for a grant of \$660,000.00 to do the project. Jim Ray made a motion to accept the amendment to Resolution 2021-002, Deb Pawlowicz seconded. **5 YEAS. MOTION PASSED UNANIMOUSLY.** Dan Svercl was thanked for his help with this grant and Clay Cich thanked for his efforts with the grant.
 - b. Township Moratorium on Gravel Pits: Remains in effect. Oly Olson, resident, stated that over 98% of gravel taken out of Fredenberg, is taken out of the township. St. Louis County doesn't turn down any requests for pits. Katherine Harris, property owner, also wanted to know if the moratorium was legal and in effect and why an attorney wasn't more involved. Clay Cich stated that it is in effect and legal. Several residents stated they had reviewed area permits and noted issues with reclamation.
 - c. Moratorium on Gravel Pits/Extractive Uses Study Committee: Board Supervisors received Committee Reports, Greg Flanagan and Melissa Bell presented the committee report and provided an overview of the information. The group started on Dec. 7, 2020 and finished their last meeting Feb. 3, 2021. Copies of this report will be available to review at the Town Hall office on Tuesdays, 2-5:30pm or by appointment 218-721-3991. Conclusions/Recommendations: Option 1: Re-entrust Fredenberg Township as the responsible party to do planning & zoning for extractive use/borrow pits. Option 2: Entrust St. Louis County to continue to oversee planning & zoning responsibility for extractive use/borrow pits in Fredenberg Township. Recommendation from the majority on the committee was to adopt an ordinance for Fredenberg to do planning & zoning for extractive use/borrow pits. Board discussion followed. Jim Ray needed more time to review and Tim Wagner hadn't had time to review study report. Tim Wagner made a motion to request a resolution from Jason Hill, Kennedy & Graven, Attorneys, terminating the interim ordinance on gravel pits in Fredenberg Township for the next Town Board meeting, Walter Rapp seconded. Clay Cich – **NAY** Deb Pawlowicz – **NAY** Walter Rapp – **YEA** Jim Ray – **YEA** Tim Wagner – **YEA. MOTION PASSED.** Clerks were directed to contact Jason Hill for the document.

At this point in the board meeting, Clay Cich, supervisor and several other residents left the meeting and the building.

8. **NEW BUSINESS:**
 - a. Briana von Elbe & Jason Manning from the Minnoette presented their request to the Board to expand their liquor license to a regular off-sale liquor license. They have been working with St. Louis County and need a document from the township supporting this to present to St. Louis County. Jim Ray made a motion in support of the request for full off-sale liquor license for Briana von Elbe & Jason Manning from the Minnoette, Walter Rapp seconded. **4 YEAS 1 ABSENT. MOTION PASSED.** Briana von Elbe

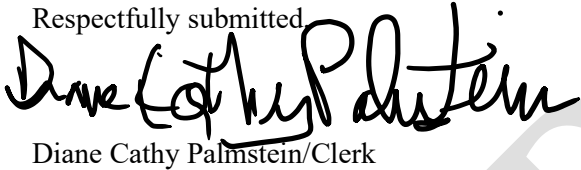
will check with the County for the proper format for the Board to approve and get it to the clerks so it can be addressed at the next meeting.

- b. Fredenberg Annual Township Meeting March 9, 2021: MAT held a zoom teleconference regarding Township Annual Meetings, Walter Rapp, Mary Pat Skafte & Diane Palmstein were present. MAT recommended a procedure and paperwork to hold the meeting as required by MN Statute on Tuesday, March 9, 2021 at 7 pm and have moderator make a motion to recess the meeting until it can safely be held outdoors because of current COVID pandemic restrictions/limitations and have residents present vote on the motion. The Board reviewed the recommended verbiage from MAT to use in the motion. Deb Pawlowicz made a motion to recommend that the 2021 Fredenberg Annual Meeting be held on Tuesday, March 9, 2021 at 7pm in the Fredenberg Town Hall and a motion be presented and voted on by township residents to recess the meeting to a later date, time, place, Walter Rapp seconded. **4 YEAS 1 ABSENT. MOTION PASSED**
- c. Second meeting in February of the town board will be held on February 17, 2021 at 7pm as posted.
- d. Advertise for open position of town clerk: Clerks requested to advertise for Fredenberg Town Clerk position in the Duluth News Tribune and the Fredenberg Newsletter. It was recommended that the completed applications be submitted by February 28, 2021 so at the March 3, 2021 meeting the board can review applications, set up interview process and hire by April meeting. ***Addendum to minutes: clerks were able to meet the Duluth News Tribune deadline to place ads for this weekend, we spoke with Jim Ray and the ad was place until February 17, 2021 at 5pm so the board could review applications, set up interview process at that meeting and be able to present applicant at March 3, 2021 meeting.

10. OTHER MEETINGS: none

11. ADJOURNMENT: Jim Ray made a motion to adjourn meeting, Tim Wagner seconded. **4 YEAS 1 ABSENT MOTION PASSED** Meeting adjourned at 10:45 pm.

Respectfully submitted



Diane Cathy Palmstein/Clerk



Jim Ray/ Vice Chair

APPROVED