

TOWN OF SILVER CREEK
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 12, 2019

The Committee of the Whole meeting of the Town Board of the Town of Silver Creek was held on Tuesday November 12, 2019 in the Board Meeting Room for the purpose of discussing all issues before the Board.

Present: Supervisors Greg Hull, Denny Moen and Chuck Voss; Clerk Alison Oftedahl; Town Operations Assistant Paul Thompson.

Absent: Town Operations and Facilities Manager Jody Reineccius, Sewer Operator Mike Hoops.

Visitors Present: Mark Gordon, and Leon Pitzen of the Two Harbors Recreational Trail Club.

Chairman Hull called the meeting to order at 6:00 p.m. and led the group in the Pledge of Allegiance.

1. Constituent Concerns – None.
2. Ski Trails – Hull explained the history of the township's eighty acres located south of Press Camp Road. In 2016 a formal agreement between Silver Creek and the Two Harbors Recreational Trail Club was signed to allow them to create ski and multi-use trails on the southern 60 acres of this land. The north twenty is set aside for future Stewart River sewer ponds. Leon Pitzen from the Club then presented a map of the planned recreational trails and explained their vision. They would like the trails to be for non-motorized sport and would open them to cross country skiing, snowshoeing and fat biking. These trails would not be open in summer due to possible wetland issues. They would like to get started working on the route this winter and are seeking Board approval. Pitzen did note that later they may seek funding from IRRRB to have professional trail designers review the route and possibly open it up for summer. The Board considered the best way to write an easement that covers several winding trails. Incorporation of a map of the "as built" route was suggested. After discussion, it was agreed that trail development should proceed, then a GIS map of the route can be created for the legal easement. The topic will be formally addressed next week. The Board also expressed a willingness to provide some signs prohibiting motorized vehicles.
3. Road Report – Thompson reported on tree cleanup in right of ways and stated that all roads got graded before the freeze up except for Loop Road. At the old Town Hall, a new larger propane tank was installed, and a broken gas line under the building was fixed as well as water lines drained and the building readied for winter. In the Cemetery, two Veteran's stones were placed before freeze-up. In the shop, the new garage heater will be installed later this week.
4. Alder Road Turnaround Easement – An easement for the new turnaround was drafted by the Clerk, but the property owners did not sign the documents due to questions about the language on the survey. The Clerk will reach out to Rick Tofte to get clarification on the language.
5. Frontier Insurance Claim – The Clerk reported on an insurance claim made by Frontier in response to a phone line damaged during culvert work on Trillium Road last summer. The phone line was marked during the locate and this caused the mishap. MATIT, the township's insurance carrier has retained an adjuster to come and inspect the site.
6. Wastewater Operator's Report – Operator Hoops was absent, and a formal report was not submitted, but Thompson stated that water was transferred to get ponds fully ready for winter. Insulated boxes were put on all grinder stations and they are in the process of testing panels for each. A couple more boxes need to be made for the newly installed systems at the Vanderbeek and Oliver locations. Thompson also presented an idea to design a mold to be used for spray foam covers for grinder stations that would be light weight and easier to manage than the boxes used currently.
7. Oliver and Vanderbeek Utility Easements – The Clerk reported that a note was received from Attorney Witty that the language on the easements is almost ready.
8. PFA Payoff – The loan payoff date is December 20th. The check cannot be late, and the December meeting is close to the 20th, so the group discussed processing the check and the large fund transfer at the November meeting. The Clerk was directed to create the claim and cut the check next week. Then after the bank transfer, the check can be sent to St Paul. And, to commemorate this major achievement, a photo of the check signing is planned.

9. Silver Bay Airport – The group discussed the importance of holding an informational meeting for the public to allow them to be presented with the same information that the Board has been receiving. Tuesday November 26th at 7:00 p.m. was selected and will be publicized in the Northshore Journal. Hull stated that representatives from MNDOT Aviation and Consultant Mike Beard will be there. Hull stated that the primary purpose of this special meeting is informational to lay the groundwork for informed public opinion. The group then reviewed the latest draft of the three-year cash flow spreadsheet developed by Consultant Mike Beard. It shows FAA and IRRRB together granting two million dollars to cover the full cost of a new runway. Years two, three, and four show three more major projects: the Fuel Station, Land Acquisition, and Hangar Construction. Local match was not listed for these items. Hull stated his understanding was that the first two would not require a local match. Finally, he noted that he had been contacted by an individual who would like to rent space at the airport for building his own hangar there to store his jet. All supervisors agreed that a special meeting was a good idea provided that aviation representatives are there to answer the more technical questions.
10. Stewart River – Voss has collected another large carton of documents on Stewart River in his efforts to fully understand the past history and challenges of the project.
11. Correspondence – The Board looked at the following:
 - A notification of a conference “Highs and Lows” on Lake Superior Water Levels being held in Duluth for government officials. Voss expressed the desire to attend this. The other supervisors were supportive.
 - A letter from Minnesota Pollution Control announcing Reineccius’ passing score on the examination for the Class D Wastewater Operator test was received.
 - An email was received from the Extension Committee requesting a new Board member. Because Extension Committee meetings fall on the same dates and times as Silver Creek’s COW meetings, no one was able to volunteer.
 - Notification of a name change for Team Lab to Team Laboratory Chemical LLC.
 - A letter from Lois Laine expressing opinion on the Airport was received and will be retained in the Airport file. The Clerk was directed to invite Laine to the meeting planned for November 26th.
 - Lake County approved Land Use Applications for locations in Silver Creek were reviewed.
 - A request from Minnesota Association of Townships to send ideas for the next training session was discussed.
12. Update Employee MOUs – The Board reviewed small wording changes in the MOUs of Reineccius and Thompson that clarify shifts, holiday work, emergency call-in work, and random drug testing. There were no objections to the new wording. Wage changes were also discussed based upon Reineccius achievement of Licensed Wastewater Operator Level D and Thompson’s strong work in the past year. MOUs for Anderson and Hoops are still in the works and not yet ready for Board approval.
13. Bank Account Signature Cards – Since the last meeting, the Bank requested a second form for the Savings account because the form previously submitted applied only to the checking account. Of the seven authorized signers, all have signed but one.
14. Land Use Administration Transition to Lake County – Lake County is holding a public hearing December 16th at 6:30 p.m. regarding the zoning changes in the Castle Danger area. It could be helpful if someone familiar with the Silver Creek zoning could be there. Mike Hoops was suggested because he is knowledgeable on both sets of ordinances. The Clerk reported that per Lake County’s request, she is forwarding Conditional Use Permits issued by Silver Creek to them.
15. Absentee Voting – In the Regular meeting a motion to designate the location for absentee voting for the March Township election is needed. Both picking up absentee materials and sending in absentee votes will be done here at the Clerk’s office.
16. Old Town Hall Renovation Evaluations – Contractor Tom Ringold inspected the old Town Hall and will be submitting written comments on what is needed to save the building. In a call to Hull, Ringold

stated that the roof is a very expensive part of the project due to mitigation of hazardous materials in the shingles. Ringold's opinion was that trying to do a series of small projects might go on forever and be very expensive. He suggested that the Board determine all mission critical work based upon expected future use and wrap it into one project. Moen reported that Jessica Williams called him on behalf of Williams Construction with questions and that they will try to complete a written evaluation also. They have done smaller projects on this building in the past. No other contractors contacted to inspect the old building have done so.

17. December Newsletter – The newsletter will not be completed until after the November 26th Airport meeting because the Airport is the front-page story. Coverage of the PFA payoff and of the ski trails is also planned. The timeline production was laid out.
18. Floor Mat for Clerk's Office – Based upon the finish wearing off the floor in office where the desk chair rolls, the Clerk requested authorization to purchase a protective floor mat. The Board was supportive.
19. Potential doors for Pavilion – Moen suggested glass roll up doors for the Pavilion similar to what is inside Sam's Club. He stated they are very nice looking. Doors on the Pavilion would help with seasonal storage and provide protection from rain for events held there.
20. Wind Powered Energy – Moen reported on research he conducted on wind power. He visited Mitch Thompson and interviewed him to learn about Thompson's wind turbines and whether he would recommend their install for others. Moen was told that these systems reduce the electric bill by about half. He believes that the sewer pond property is a good area for wind but said that it would be a large up-front cost, potentially \$45,000 that could take fifteen years to pay for itself.

There being no further business, the meeting was adjourned at 8:27 p.m. upon motion by Voss, second Moen. Carried unanimously.

The next regular meeting of the Town Board will be held on Tuesday, November 19, 2019 at 6:00 p.m.

Respectfully submitted,
Alison Oftedahl, Clerk