

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
NOVEMBER 12, 2003**

The regular monthly meeting of the Board of Supervisors of Castle Rock Township was convened at the Town Hall on Wednesday November 12, 2003 (due to the Veterans Day legal holiday falling on Tuesday, November 11, 2003). Present were Randy Becker Chair, Jim Ozmun Vice Chair, and Arlyn Lamb Supervisors, Roger Randall Treasurer, and Maralee Rother Clerk. Also present were Pete Schaffer, Shirley Dubbels, Glenn Switzer, Janis Parrot and daughter, and Mark Henry.

Chair Randy Becker called the meeting to order at 7:30 p.m.

APPROVE MINUTES OF OCTOBER 14, 2003 REGULAR MEETING

Jim Ozmun made a motion and Arlyn Lamb seconded to approve the minutes of the Board of Supervisors regular meeting of October 14, 2003 as written, with the following correction: under Michael Hudack, change “sixth grader” to “fifth grader”. Motion carried 3 ayes.

BUILDING PERMITS

Garry Switzer, 26601 Chippendale Avenue, has applied for a building permit to build a pole shed for dirt storage at the above address: 36’ wide by 90’ long by 24’ high. **Arlyn Lamb made a motion and Jim Ozmun seconded to approve the building permit pending Ron Wasmund’s approval of plans. Motion carried 3 ayes.**

Pete Schaffer, 2760 232nd Street, Hampton, wants to build a 50’ wide by 150’ long by 16’ high pole barn. Discussion was held regarding the size and type of building allowed on the three acre parcel. It was decided that Tom Berry should be contacted regarding the wetland issues.

TERRY MERRITT – ATTORNEY FOR THE TOWNSHIP

Terry Merritt discussed and answered questions from the Board regarding parcel splits. It was mentioned to contact Resource Strategies to get information regarding subdivision lot size and process. Mr. Merritt will check and find out if this process is mandatory. Mr. Merritt also suggested the Clerk should contact John Dooley, lawyer for the MN Association of Townships for subdivision ordinances.

PARROTT

The Township has received a letter from the County regarding tax forfeiture of a one acre property owned by Pat Parrott. **Jim Ozmun made a motion and Arlyn Lamb seconded that the County be notified with a letter from the Clerk that the Township is not interested in taking ownership of the property, and the sale of the property by the County should proceed. Motion carried 3 ayes.**

ROAD REPORT

Jim Ozmun made a motion and Arlyn Lamb seconded to approve payment of registration for Mark Henry and those interested for LTAP classes regarding road issues. Motion carried 3 ayes. Discussion was held regarding a driveway at 225th Street and Highway 3, and regarding the bridge on 230th Street. Discussion was held regarding the final on 275th Street. The Road Committee will meet with Jacobsen to find out if it has been done.

PERMIT FEES

Jim Ozmun made a motion and Arlyn Lamb seconded to adopt Resolution #2003-8, with these two additions: A demolition fee will be \$150.00, and an electrical permit is to be obtained from the State of Minnesota. Motion carried 3 ayes.

2003 AUDITORS

A statement was received from Lewis, Kisch, and Associates, 1303 South Frontage Road, Hastings, MN 55033, for conducting an audit of 2002 and 2003 for the Township, at a fee of \$3200.00. **Jim Ozmun made a motion and Arlyn Lamb seconded to approve the engagement letter for Lewis, Kisch, and Associates. Motion carried 3 ayes.**

BUILDING PERMITS

Jim Ozmun made a motion and Arlyn Lamb seconded to approve a building permit for James and Dorothy Scott, 3925 280th Street West, Northfield, to add a three-season porch to an existing home. Motion carried 3 ayes.

Arlyn Lamb made a motion and Jim Ozmun seconded to approve a building permit for Erik Nielsen, 24513 Chippendale Avenue, Farmington, for an addition onto an existing house. Motion carried 3 ayes.

ALF AMBULANCE CALLS AT DAKOTA COUNTY FAIRGROUNDS

Paul Burkel, director of the Dakota County Fairgrounds, will do more research on establishing a contract with ALF Ambulance regarding ambulance calls from the Fairgrounds during scheduled events.

FARMINGTON ENGINEERS

Roger Randall will make up a schedule of payment/billing to present to the Board for review and approval.

LEVY ADJUSTMENT

Discussion was held regarding the Levy adjustment from the State of Minnesota, and the possible ways to compensate for it.

OFFICE ASSISTANT RAISE

Discussion was held regarding wages for office help. It was pointed out that as far back as 1998 office help for the Township was starting at \$10.50 per hour, and that in 2002 the assistant started at \$10.00 per hour. The first year of employment will be completed November 19, 2003, and the Clerk requested a pay raise for the assistant, taking into consideration the oversight on starting wage and one year merit raise. **Jim Ozmun made a motion and Arlyn Lamb seconded to give the office assistant a raise from \$10.50 per hour to \$12.00 per hour at the completion of one year worked, effective November 19, 2003. Motion carried 3 ayes.**

PARROTT CONTRACT

Discussion was held regarding Mr. Parrots contract with the Township.

TREASURER'S REPORT

Jim Ozmun made a motion and Arlyn Lamb seconded to approve the Treasurer's Report as written. Motion carried 3 ayes.

CLAIMS

Jim Ozmun made a motion and Arlyn Lamb seconded to approve yearly payments of \$747.50 to LGA (Local Government Alliance) for consulting and lobbying. Motion carried 3 ayes.

Jim Ozmun made a motion and Arlyn Lamb seconded to approve a transfer of capital funds from the road fund to the general fund to compensate for the reduction in Levy from the State of Minnesota. Motion carried 3 ayes.

Jim Ozmun made a motion and Arlyn Lamb seconded to approve the claims with the addition of the LGA payment and transfer of funds. Motion carried 3 ayes.

SNOWMOBILE TRAILS

The Farmington Sno-Tigers Snowmobile Club will furnish the Township with a map of the snowmobile club trails within the Township.

ADJOURN

Arlyn Lamb made a motion and Jim Ozmun seconded to adjourn. Motion carried 3 ayes.

Meeting adjourned at 11:15 p.m.

Respectfully submitted,
Maralee Rother Clerk

Attest: _____
Randy Becker Chair

