

**CASTLE ROCK TOWNSHIP**  
**BOARD OF SUPERVISORS REGULAR MEETING**  
**July 8, 2008**

**Approved**

The regular monthly meeting of the Board of Supervisors of Castle Rock Township was convened at the Castle Rock Town Hall on Tuesday, July 8, 2008 at 7:00 p.m. Present were Gary Piphos Chair, Michael Kiefer Vice-chair, Pete Schaffer, Arlyn Lamb and Russell Zellmer Supervisors, Colette Mumm Treasurer, Maralee Rother Clerk Jane Bistodeau Clerk and Deanna Peterson Office Assistant. Also present were Peter Herlofsky, David Sodergren, Mike Vikesland, Brian Landhuis, Sandy Weber, Don Webb, Norbert Kuhn, Paul Irrthum, Eric Ruud, Drea Doffing, Mark Henry and Nancy Rechtzigel.

Chairman Gary Piphos called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

**APPROVE AGENDA**

It was asked to add under additions: Address codes and door locks. Under unfinished business discuss Environmental letter sent back regarding hazardous waste on Annette Ave. **Russell Zellmer made a motion and Arlyn Lamb seconded to approve the agenda as amended. Motion carried 5 ayes.**

**OATH OF OFFICE**

**Maralee Rother Clerk swore in Jane Bistodeau as the new Clerk.**

**APPROVE MINUTES**

**Russell Zellmer made a motion and Pete Schaffer seconded to approve the regular monthly meeting minutes of June 17, 2008 as written with no corrections or additions. Motion carried 5 ayes**

**OFFICE ASSISTANT REVIEW**

Discussion was held regarding the review of the office assistant, which took place prior to this meeting and came to a favorable review. **Russell Zellmer made a motion and Arlyn Lamb seconded to raise the pay to \$13.00/hr effective July 10, 2008. Motion carried 5 ayes.**

**PLANNING COMMISSION UPDATE**

Discussion was held on several issues from the Planning Commission.

1. Request purchase of laptop to be used by Planning Commission Secretary and other Township members.
  - a. David Sodergren offer to donate laptop, Michael Kiefer noted not acceptable.

**Clerk, Office Assistant, PC Secretary, Treasurer and IT support work together to purchase laptop \$1000.00 max.**

**Arlyn Lamb made a motion and Michael Kiefer seconded the purchase of a laptop. Motion Carried 5 ayes.**

2. Requested a six month extension by Sodergren
  - a. Planning Commission request to invite Dean Johnson to next meeting.

**Russell Zellmer made a motion and Arlyn Lamb Seconded to allow the Planning Commission to directly work with Dean Johnson without prior Board approval. Motion carried 5 ayes.**

3. Request authority to contact Dean Johnson regarding the Comp Plan.
  - a. Comp Plan on hold with Dean Johnson Planning Commission requested to talk with Dean without prior Board approval. Planning Commission to work thru Clerk, all correspondences cc to the Clerk regarding Comp Plan and Nike Base.

**Michael Kiefer made a motion and Arlyn Lamb seconded all correspondences to be cc to Township, Norbert Kuhn has authorization to contact Dean Johnson directly and requests monthly billing from Resource Strategies. Motion Carried 5 ayes.**

4. Request not having to go thru Clerk or Chair of Board to contact Resource Strategies or Attorney. Planning Commission needs to contact the Chair, if not available go to Vice Chair before contacting the Township Attorney.

#### **DEPUTY SHERIFF**

Asked if there was any questions or problems. Michael Kiefer asked about MinnCan trucks being to heavy for roads. The reply was to contact the Sheriff office.

#### **SOUTHERN CRUZER CAR CLUB**

**Russell Zellmer made a motion and Michael Kiefer seconded to approve the large assemble permit for the Southern Cruzers Car Club at the Dakota County Fairgrounds on August 23<sup>rd</sup>, 2008. Motion carried 5 ayes.**

#### **FEE SCHEDULE**

**Russell Zellmer made a motion and Arlyn Lamb to adopt, amend and publish ordinance# 2008-03 amending ordinance resolution #2007-04 with change to publishing fees of \$95.00. Motion carried 5 ayes.**

#### **AUGUST 12<sup>TH</sup> BOS REGULAR MEETING DATE**

Discussion was held regarding rescheduling the meeting date due to the absence of the Clerk being on vacation, duties were offered to Office Assistant but was unavailable to fill in, requested to have the Treasurer take meeting minutes. Gary Piphon noted of several requests to change to meeting dates and requested to keep those dates regular and on schedule.

#### **NOVEMBER 11<sup>TH</sup> BOS REGULAR MEETING DATE**

Discussion was held regarding the meeting date of November 11<sup>th</sup> which falls on Veteran's Day. **Arlyn Lamb made a motion and Russell Zellmer seconded to change the meeting date to Wednesday November 12<sup>th</sup> same time. Motion carried 5 ayes.**

#### **DON WEBB BURNING ISSUE**

Don presented information to the Board and requested Ron Wasmund to speak. Ron presented to the Board a memo with attached information regarding this burning issue. Complaint was concluded with instruction for Don to go thru MPCA complaint process online.

#### **COMPLAINTS**

Discussion was held led by Michael Kiefer on several complaints from residents living on Albatross Circle. Complaints were compiled and given to Ron Wasmund.

#### **BUILDING PERMITS**

Charles Rechtzigel, 1209 250<sup>th</sup> Street, Farmington, MN wants to put up a garage and attached breezeway. **Arlyn Lamb made a motion and Russell Zellmer seconded all setbacks ok for attached garage. Motion carried 5 ayes.**

#### **ROAD REPORT**

Gravel results- Solberg not acceptable results and Castle Rock Materials not acceptable results. Solberg 1 load valued at \$200.00 and Castle Rock Material 10 loads valued at \$2000.00 being reimbursed to the Township for poor test results. Leave \$3500.00 gravel budget for roads where needed.

Mark Henry talked to MinnCann and posted roads to 5 ton, Denmark Avenue from 240<sup>th</sup> to 255<sup>th</sup> per direction of Michael Kiefer. Road was closed due to spring breakup areas not cured, cannot sustain heavy traffic.

Mark Henry to come in on Thursday 7-10-08 to email Tom Jones haul routes  
Guard rails- 250<sup>th</sup> street \$10-12/ft 150' -two sides- budget 2009  
Ditch cleanouts to be discussed at August/September meeting.

#### **NEW BUSINESS ALF- Brian Landhuis and Peter Herlofsky**

ALF- operating joint powers agreement Exploratory proposal-not bid  
9% fee increase- \$2.54 per capita and \$150.00 per call.  
RFP to cover same service area

#### **UNFINISHED BUSINESS**

Michael Kiefer was concerned about the response from Dakota County Environmental Management in regards to burying hazardous waste. **Michael Kiefer made a motion and Russell Zellmer seconded to have the Clerk send a email in regards to the response we received on this matter requesting more information, results and findings on the property. Motion carried 5 ayes.**

#### **TREASURER'S REPORT**

Colette to take minutes for the August 12<sup>th</sup> 2008 meeting, Clerk is on vacation.  
Bottoms up Bike Fest escrow refund, \$1178.00 attorney charges total Board directed Colette to keep refund amount and sent a invoice for the remaining amount owed. **Michael Kiefer made a motion and Arlyn Lamb seconded to send a invoice and letter of explanation regarding charges. Motion carried 5 ayes.**  
Colette explained MinnCann remaining escrow. Check MinnCann contract and if planner, consulting engineer fees and separate road fees are covered.  
**Michael Kiefer made a motion and Russell Zellmer seconded to direct the Clerk to have Mark Henry contact SEH with estimates for borings. Motion carried 5 ayes.**  
Receipts \$128,768.28, Disbursements- void #6024, 6026, and 6017. Current investments \$293,154.16.  
**Arlyn Lamb made a motion and Michael Kiefer seconded to approve the Treasurer's report. Motion carried 5 ayes.**

#### **CLAIMS**

**Arlyn Lamb made a motion and Russell Zellmer seconded pay Dubbels lawn Service \$100.00 extra for painting and stump removal. Motion carried 5 ayes.**  
**Russell Zellmer made a motion and Pete Schaffer seconded to approve the claims (6046 – 6070) \$28,864.34, holding escrow refund #6017 and payroll \$5895.62 with a total of \$69,036.04. Motion carried 5 ayes.**

#### **ADDITIONS**

Request has been made to change codes and door locks.  
**Arlyn Lamb made a motion and Pete Schaffer seconded to have all keys and alarm codes changed. Motion carried 5 ayes.**

#### **CLERK REPORT**

1. Weed complaint- Arlyn Lamb spoke with maintenance at Fairgrounds and the weeds are being handled, Arlyn to check Fairground process, Shockley residence-noxious weeds Russell Zellmer to check on this issue.  
2. Castle Rock Chronicle- new ideas- requesting information.

**TAMMY KUEHN CONDITIONAL USE PERMIT**

No information has been received yet, short review requested. Waiting on recommendations from Township Attorney.

**FAIRGROUNDS CAMPGROUND**

Russell Zellmer requested a letter to be sent to the City of Farmington in regards to the Dakota County Fairgrounds Campground zoning and information to keep the City up to date.

**ADJOURN**

**Arlyn Lamb made a motion and Russell Zellmer seconded to adjourn. Motion carried 5 ayes.**

Meeting adjourned 10:20 p.m.

Respectfully submitted  
Jane Bistodeau, Clerk

Attest  
Gary Piphon Chair