

**CASTLE ROCK TOWNSHIP**  
**BOARD OF SUPERVISORS REGULAR MEETING**  
**January 11<sup>th</sup>, 2011 @ 7:00 P.M.**

Approved

The regular monthly meeting of the Board of Supervisors of Castle Rock Township was convened at the Castle Rock Town Hall on Tuesday, January 11<sup>th</sup>, 2011 at 7:00 p.m. Present were Russ Zellmer Chair, Drea Doffing Vice-Chair, Mark Molitor, Pete Schaffer, Dave Nicolai Supervisors, Jane Bistodeau Clerk, Colette Mumm Treasurer and Bob Bauer Township Attorney. Also present Pat Higgins, Sr., Gary Johnson, Norb Kuhn, Paul Irrthum, Eric Ruud, Mike Kiefer, Todd Elliott, Dale Scheffler, and David Sodergren.

Russ Zellmer called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

**APPROVE AGENDA**

Pete Schaffer would like to add North Cannon Watershed update under New Business.

Pete Schaffer would like to discuss Orderly Annexation under New Business.

Pete Schaffer would like to discuss the control burn charges under Unfinished Business.

Drea Doffing would like to add Northfield Ambulance budget update under New Business.

Drea Doffing would like to discuss Board of Supervisor and Planning Commission training under New Business.

Norb Kuhn has a question regarding parcel splits under New Business.

Norb Kuhn would like to discuss the motion of having the township attorney at every meeting under New Business.

Mike Kiefer would like to be added to Public Comment.

Pat Higgins would like to be added to Public Comment.

**Drea Doffing made a motion and Pete Schaffer seconded to approve the agenda as amended. Motion carried 5 ayes.**

**CONSENT AGENDA**

**Drea Doffing made a motion and Mark Molitor seconded to approve the consent agenda. Motion carried 5 ayes.**

1. December 14<sup>th</sup>, 2010 Board of Supervisors Regular meeting minutes
2. Annual Posting of Board of Supervisors meetings for 2011

**REVIEW/APPROVE**

*SSTS Pump Maintenance Renewal*

**Drea Doffing made a motion and Dave Nicolai seconded to approve. Motion carried 5 ayes.**

*Election Equipment Resolution*

Dakota County estimates that it will cost each Township approx. \$2000.00 to participate in the purchase of new election equipment for the county. It will be discussed and considered at the budget meeting in January.

**PLANNING COMMISSION UPDATE**

Clerk discussed request from the Planning Commission for a site grading permit. Discussion was held about soil and water-who reviews-who permits? Dave Nicolai to contact Brian Watson, Dakota County Soil and Water Dept. and ask for a reply before the next Board meeting.

**NEW BUSINESS**

*Steve Sowieja-CUP cancellation request.*

**Dave Nicolai made a motion and Drea Doffing seconded to approve Steve Sowieja's request to cancel the conditional use permit for his business. Motion carried 5 ayes.**

*Planning Commission opening-add to Castle Rock Chronicle and website.*

*North Cannon Watershed* - Pete Schaffer gave update on North Cannon Watershed.

*Orderly Annexation question*- does the township receive 50% of property tax once COA is issued? Yes, but the township should check records to make sure payments are made.

*Northfield Ambulance*- Drea Doffing stated the budget amount should be the same or less than last year.

*BOS & PC training*-Drea Doffing requests that all Board and PC members should go to training and would like to make it a requirement. Clerk directed to write up a formal policy requesting training for the PC members.

*Norb Kuhn-parcel split question*- Jon Kuhn wants to split out 2.5 acres for mortgage and insurance purposes. Does there need to be 165' road frontage? Yes-page 23 (b) parcel needs 165' of frontage along a public road.

*Norb Kuhn-attorney attendance @ meetings*-Norb feels the Board is elected to make decisions and doesn't think the lawyer needs to be present.

Bob Bauer directed to send over Supreme Court ruling on variances.

### **BUILDING PERMITS**

*None*

### **UNFINISHED BUSINESS**

Tire Collection recap-Eureka sent over a recap of the tire collection and there will be no additional charge.

Empey Property

Pretrial scheduled for February 2, 2011, admit/deny hearing. Dakota County satisfied with clean up.

Controlled burn- check out how much charged and who paid?

### **ROAD REPORT**

Russ Zellmer reviewed the road committee budget minutes. Road signs on Denmark Avenue, Eureka responsible for their side and Castle Rock responsible for their side.

### **PUBLIC COMMENT**

Mike Kiefer, 22320 Albatross Circle, Farmington – read a letter out loud.

Pat Higgins, 24338 Audrey Avenue, Farmington – read out loud the job description of Rolland Meillier, Dakota County and presented a copy to the Board.

### **TREASURER'S REPORT**

Receipts \$20,674.58

Cash Control \$3,164.56

Investments \$441,711.14

**Drea Doffing made a motion and Pete Schaffer seconded to approve the Treasurer's Report. Motion carried 5 ayes.**

### **PAYROLL AND CLAIMS**

Payroll \$ 5,468.13      Check/Claim #6903-6914

Claims \$14,451.39      Check/Claim #6915-6933

Total \$10,291.93

**Drea Doffing made a motion and Dave Nicolai seconded to approve payroll and claims. Motion carried 5 ayes.**

## **CLERKS REPORT**

- Budget/Audit/Review Meetings-  
**Dave Nicolai made a motion and Drea Doffing seconded to set the meetings for January 26, 2011 at 6:30 p.m. Motion carried 5 ayes.**
- Website update-Chris, Bud & Bytes, cleaning up web page and will be training clerk.
- Conference table-discussed options-clerk to check with county about furniture donations.
- Castle Rock Chronicle ideas-tire collection recap, election, budget, new fire contract

## **ADJOURN**

**Drea Doffing made a motion and Mark Molitor seconded to adjourn the meeting. Motion carried 5 ayes.**

Meeting recessed at 8:45 p.m.

Respectfully Submitted  
Jane Bistodeau, Clerk

Attest:  
Russell Zellmer, Chairman of Board of Supervisors