

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
January 9, 2017 @ 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 Monday, January 9, 2017 at 7:00 p.m. Present were Sandy Weber, Chair; Jeff Partington, Dave Nicolai, and Kelly Elvestad, Supervisors; Barbara Lang, Clerk and Rhonda Rademacher, Treasurer. Jon Juenke, Vice-Chair was not present. Also in attendance was Russ Zellmer.

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

APPROVE AGENDA

Dave Nicolai made a motion and Kelly Elvestad seconded to accept the agenda. 4 ayes. Motion carried.

CONSENT AGENDA

1. December 12, 2016 Board of Supervisors Regular Meeting Minutes
2. Quit Claim Deed between State of Minnesota and Castle Rock Township (for ROW easement along State Hwy 50)

Jeff Partington made a motion and Kelly Elvestad seconded to approve the Consent Agenda items. 4 ayes. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE – Deputy Schmidt was present briefly. He reported that there have been some more mail thefts in the Hampton area, as well as Eureka. He reminded everyone to always be mindful of putting outgoing mail in your box and picking your mail up as soon as possible after it has been delivered.

PUBLIC COMMENT - None

PLANNING COMMISSION UPDATE

At the December 19, 2016 meeting, the following action item was reviewed:

- Review 30' x 63' post frame construction (pole building) Building Permit Application, Anthony Klingehoets, 22547 Chippendale Ave W

Setbacks, and locations of the well and septic were reviewed. Application was recommended for approval to the Board of Supervisors.

In addition, Percy Scherbenske attended the meeting to inquire about the process involved in requesting re-zoning. He has two parcels that are currently zoned Ag, and he is inquiring about the possibility of re-zoning to RR-1. The formal process and required escrow fee was explained, as well as the option of asking for this to be considered during the process of updating the Comprehensive Plan. It was also pointed out that since his property is surrounded by Ag-zoned land, his request would be considered as spot zoning, which is not allowed. The Zoning Ordinance was checked to determine how many buildables there could be if the re-zoning was authorized. Mr. Scherbenske indicated that he will send an informal request to the township requesting that the re-zoning be considered as part of the Comp Plan update, rather than paying the fees.

REVIEW / APPROVE

- Review 30' x 63' post frame construction (pole building) Building Permit Application, Anthony Klingehoets, 22547 Chippendale Ave W

Kelly Elvestad made a motion and Dave Nicolai seconded to approve the building permit application. 4 ayes. Motion carried.

COMMITTEE REPORTS

- All Committee Chairs need to provide the Clerk with their written report for the Annual Township Meeting. Please let the Clerk know if you need a copy from the previous year's report, or you can view the reports for the past couple years on the township website under the Town Meetings tab near the bottom of that page.

UNFINISHED BUSINESS

- Ag building acreage requirements

Clerk provided a copy of an e-mail explanation from Town Planner, Dean Johnson regarding this topic. There are two considerations the township needs to take into account when an ag building request is made: First, the property zoning needs to be confirmed that it is AG. The second consideration is that the structure meets the specific requirements listed in the State Building Code. The State recommendation is that AG structures be placed on parcels that are a minimum of ten acres, but the Code also allows for ag building consideration on smaller parcels if the use meets the state requirements. Currently, the handout we have from our Building Inspector spells this out, and there is a disclaimer page that all applicants are required to sign if they apply for this category.

- No update on new Ordinance establishing fees for Emergency Response Services in Castle Rock Township this month. The draft did not get sent to the Town Attorney in time for his review before the holidays. This topic will be included on the February agenda.

NEW BUSINESS

- Set date for Annual Budget Meeting and Annual Audit

After some discussion, Clerk was directed to post the appropriate notices for this meeting to be held on Wednesday, February 22 beginning at 6:30 pm.

- Clerk Barbara Lang presented the list of certified judges who have agreed to serve for the Township Elections on March 14, 2017.

Dave Nicolai made a motion and Jeff Partington seconded to approve this list. 4 ayes. Motion carried.

- Discuss survey request from Dakota County Environmental Resources involving revisions to the County Solid Waste Master Plan.

Chair Sandy Weber explained that all the Supervisors need to go online and respond to the survey as listed in the information provided by the Clerk.

ROAD REPORT

- The tires that were picked up in township ditches were taken to LKQ/Viking Auto for disposal. Clerk Barbara Lang made an inquiry with the Dakota County Rural Solid Waste Commission about any available funding for the cost of this, and was told there was some funding available. Mr. Henry's invoice for picking up and delivering the tires has been submitted to the Commission.
- Road Committee Budget Meeting was held at 7 pm on Tuesday, Nov 20. Their recommendations will be included in the February packets, and those numbers will be included in the proposed 2017 budget when it is discussed.
- Clerk Barbara Lang reported on Mr. Henry's behalf that he has been working on all the icy roads to keep them safe. There was one car that went in the ditch on Denmark Ave that Deputy Wilkerson reported to us, since one of the road signs was damaged. Mr. Henry was able to repair the sign without having to purchase a new one.

TREASURER'S REPORT

Receipts \$ 142,133.06

Current Investments \$ 890,369.05

Dave Nicolai made a motion and Kelly Elvestad seconded to approve the Treasurer's Report. 4 ayes. Motion carried.

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 2,707.11 Claim # 8836 – 8845

Claims: \$ 24,344.98 Claim # 8846 - 8866

Total: \$ 27,052.09

Kelly Elvestad made a motion and Jeff Partington seconded to approve the Payroll and Claims. 4 ayes. Motion carried.

CLERKS REPORT

- Clerk informed the Supervisors that Town Planner, Dean Johnson, has requested the date of February 27 for the first discussion of the Comprehensive Plan update with Castle Rock Township. He has requested that the time for his meeting would be from 6 to 7:15 pm. Clerk is recommending that the Board consider making that discussion a special joint meeting to include both the Supervisors and the Planning Commission members, as no one currently serving is familiar with the process. Chair Sandy Weber concurred that this would be a good idea so that everyone in both groups have the same information. After some discussion, Clerk was directed to inform Mr. Johnson that the date and time will work and to make the appropriate postings for the special meeting.
- Filing for Township Election goes from January 3 to 17. Supervisor C, currently held by Jeff Partington, is the only position up for election this year. Jeff is the only person who has filed so far. The Township Election is on Tuesday, March 14, followed by the Annual Township meeting.
- IRS Mileage Rate for 2017 is \$ 0.535 per mile (down a ½ cent from 2016)
- Reminder that the Annual Farmington Fire Department Banquet is this Friday, January 13 beginning at 6 pm. Invitations were forwarded by e-mail to all supervisors, who were responsible to make their own reservations. Notice has been posted that supervisors may be attending.
- Please let Clerk know if you have any updates for the website.

Jeff Partington made a motion and Kelly Elvestad seconded to adjourn. 4 ayes. Motion carried.

Meeting adjourned at 7:43 p.m.

Respectfully submitted,
Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors