

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
October 10, 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 Tuesday, October 10, 2017 at 7:00 p.m. Present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Jeff Partington, Kelly Elvestad, and Dave Nicolai, Supervisors; Judy Solinger, Acting Deputy Clerk; and Rhonda Rademacher, Treasurer. Also in attendance were Lawrence Oldenberg, Buford Faust, Tony Faust, Keith Radloff, and Mark Henry.

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

APPROVE AGENDA

Dave Nicolai requested to discussion of a fundraiser for Randolph Fire Department to be added to New Business.

Dave Nicolai made a motion and Jon Juenke seconded to accept the amended agenda. 5 ayes. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE - None

CONSENT AGENDA

1. September 11, 2017 Board of Supervisors Regular Meeting Minutes
2. Large Assemblage Permit – Dakota City Heritage Village, Autumn Harvest in the Village, Oct 20-21, 2017

Jeff Partington made a motion and Kelly Elvestad seconded to accept the Consent Agenda. 5 ayes. Motion carried.

PUBLIC COMMENT – None

PLANNING COMMISSION UPDATE

Jeff Partington read the following update:

On September 25, 2017 the Planning Commission conducted a Public Hearing for the following item:

- The purpose of this hearing was to review an application for Amendment to Castle Rock Township Ordinance 2014-01 adding 38.33 additional acres to the existing non-conforming use identified in the Ordinance for the property located at 26548 Chippendale Ave W. Engineered drawings were reviewed for the planned expansion, and no issues were found. In addition the draft version of Resolution 2017-15 was reviewed which outlines the conditions for this expansion area and use. The application and Resolution were both recommended for approval by the Board of Supervisors.

At the monthly Planning Commission meeting which followed the Public Hearing, the following item was reviewed:

- Ag-zoning building permit application for Lawrence Oldenburg, 23990 Audrey Ave
This application was reviewed and recommended for approval by the Board of Supervisors.

REVIEW / APPROVE

- Reviewed Ordinance Amendment Application from LKQ/Viking Auto

It was noted that conditions in Ordinance 2014-01 allow for expansion by Resolution. Large engineering drawings were provided at the meeting. It was noted that Grant Jacobson has looked at and approved the drawings.

Dave Nicolai made a motion and Jon Juenke seconded to approve the application. 5 ayes. Motion carried.

- Resolution 2017-15 authorizing the expansion of the Viking Auto/LKQ business
Dave Nicolai made a motion and Kelly Elvestad seconded to approve Resolution 2017-15 Allowing the Expansion of the Nonconforming Use Located at 26548 Chippendale Avenue. 5 ayes. Motion carried.
- Ag-zoning building permit application for Lawrence Oldenburg, 23990 Audrey Ave
Jon Juenke made a motion and Kelly Elvestad seconded to approve the Ag-zoning building permit application. 5 ayes. Motion carried.

COMMITTEE REPORTS

- Report on Dakota County Association of Townships Meeting on Sept 21, 2017:
Sandy Weber attended the meeting and reported the following:
Stephanie Boehmer talked about 360 Communities and the service they provide for women in crisis. Sandy recommended that the information be added to the Castle Rock Township website. She reported that it was discussed that Brian Watson will apply for a \$20,000.00 grant to work with Dakota County and other Townships to control Wild Parsnip. She also noted that Dean Johnson discussed the need for open meeting notices to be posted and press releases done correctly when reviewing a Township Comprehensive Plan.
- Vermillion River Watershed Proposed Amendments to VRWJPO Rules
Sandy Weber read an email from the VRWJPO regarding proposed amendments. The information in the email is available on the VRWJPO website.

UNFINISHED BUSINESS

- Update on new town hall roof - Materials were delivered on October 2, work began on October 5 and is ongoing. Hopefully the new roof will be completed within the week, weather permitting.

NEW BUSINESS

- Certification of 2017 Township Road Mileage
Mark Henry has reviewed and agrees with the mileage report.
Jon Juenke made a motion and Jeff Partington seconded to accept the 2017 Township Road Mileage Report. 5 ayes. Motion carried.
- Sandy Weber read an email regarding a request to identify a township representative who will participate in the Dakota County Principal Arterial System Study: Discussion was held whether or not the Township would appoint a representative to participate in this study. The Clerk was directed to contact Scott Peters to come and explain the study to the Board rather than appointing a representative at this time. Mark Henry agreed to be the representative for Castle Rock Township if it is decided that someone should take that role.
- Discussion was held regarding a fundraiser for the Randolph Fire Department. Dave Nicolai reported that the Randolph Fire Department is raising funds for a special machine to wash the uniforms worn during fire suppression. The chemicals used are hazardous and must be washed out after exposure to avoid health risks. The fire department needs to raise \$20,000.00 to purchase this machine. Rhonda will contact MAT and verify that Castle Rock Township can take funds from the general fund to donate to this cause, as Randolph Fire Department provides service to Castle Rock Township.
Jeff Partington made a motion and Dave Nicolai seconded that Castle Rock Township, after approval by MAT, contribute \$1,000.00 to the Randolph Fire Department Fund for purchase of the machine. 5 ayes. Motion carried.

It was also suggested that the information regarding this fundraiser be put onto the Castle Rock Township website. In addition, if MAT doesn't recommend making this donation without approval by the residents at the Town Meeting, it was suggested a donation could be added into the budget for 2018.

ROAD REPORT

- Wild Parsnip – Mark Henry has done a survey and has identified the areas infested with Wild Parsnip. Discussion was held regarding the grant request for cost share with the County for education and control.
- Update on Highway 3 construction – Highway 3 construction is substantially completed, and the road was re-opened on Monday afternoon. Castle Rock Township expects to be reimbursed for the road preparation done earlier this year in anticipation of the detour route on 275th Street. There is a small washout on the road used as the detour, money from the gravel budget will be used for gravel to repair the washout.
- Discussion was held regarding the possibility of the County paving the aprons at 240th Street that were broken down during the detour. Jeff Partington asked if flashing stop signs at the intersection of Highway 3 and County Road 86 will be installed by the County.
- Discussion on preparation for detour routes for next year during next phase of County Rd 86 project – The roads to be used as detours during the project are in good shape. If the traffic count warrants it, Mark Henry anticipates the County will dust proof during the project.
- Sign survey – There has not been a sign survey recently. Discussion was held regarding the need for new signage on the railroad bridge at 275th Street and Danville in Castle Rock. Mr. Henry has contacted the Union Pacific RR, and was told they would work with the Township, but that the Township would be liable for the cost of the signs. The Board determined that the signs should be the responsibility of Union Pacific RR since they own the bridge, so no action will be taken on this issue at this time.
- Rhonda Rademacher read a letter from the County stating County Road 86 between County Road 47 and Highway 52 is now open to traffic.
- Set tentative date for Road Committee Budget Meeting–
Possible dates suggested were November 15th or 16th, or November 21. Clerk was directed to contact the committee members to determine when the meeting will be held.

TREASURER'S REPORT

Receipts \$ 8,511.82
Current Investments \$ 888,303.55

Jeff Partington made a motion and Kelly Elvestad seconded to approve the Treasurer's Report. 5 ayes. Motion carried.

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 2,943.99 Claim # 9054 – 9063
Claims: \$ 23,880.64 Claim # 9064 - 9079
Total: \$ 26,824.63

Jeff Partington made a motion and Kelly Elvestad seconded to approve Payroll and Claims. 5 ayes. Motion carried.

CLERKS REPORT

Judy Solinger read the Clerks report:

- Judy Solinger acted as Deputy Clerk to record the meeting minutes of the October 10 BOS meeting. Judy will also be acting in this capacity at the November Board of Supervisors meeting.
- Reminder that the Castle Rock Township Comprehensive Plan Open House is scheduled for

November 20 at 7 pm. The Open House will be conducted by the Town Planner in conjunction with Bolton & Menk staff. It is recommended that the Board Supervisors be present for these discussions. The Board was provided with a copy of the meeting notice.

- The Dakota County Board of Commissioners has scheduled a public hearing on the 2018-2022 Capital Improvement Program (CIP) for 9 am on Tuesday, November 14, 2017. The Board was provided with a copy of the letter containing details regarding this hearing.
- Please let Clerk know if you have any further updates that should be posted on the website.

ADJOURN

- **Jon Juenke made a motion and Kelly Elvestad seconded to adjourn. 5 ayes. Motion carried.**

Meeting adjourned at 8:00 pm

Respectfully submitted,
Judy Solinger, Acting Deputy Clerk

Attest: Sandy Weber, Chair of Board of Supervisors