

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
October 11, 2016 @ 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 11, 2016 at 7:00 p.m. Present were Sandy Weber, Chair; Jeff Partington, Dave Nicolai and Kelly Elvestad, Supervisors; and Rhonda Rademacher, Treasurer. Supervisor Jon Juenke was absent. Also in attendance were Judy Solinger acting Clerk, Mike Thomas, Aric Berg, Christopher Seitz, Mark Henry, and Kandis Hanson from MNSPECT.

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

APPROVE AGENDA

Sandy Weber requested to move the discussion of Contract Amendment with MNSPECT regarding site inspections for zoning code compliance for agricultural structures to new business.

Kelly Elvestad made a motion and Jeff Partington seconded to accept the amended agenda. 4 ayes. Motion carried.

CONSENT AGENDA

1. September 12, 2016 Board of Supervisors Regular Meeting Minutes
2. Resolution 2016-10, A Resolution Committing to Participation in the Dakota County Rural Collaborative Planning Process to Complete 2040 Comprehensive Plan Updates

There was some discussion about the Collaborative to clarify how the process works.

Jeff Partington made a motion and Kelly Elvestad seconded to approve the consent agenda. 3 ayes. Dave Nicolai abstained as he was not present at the September meeting. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE – None

PRESENTATION BY KANDIS HANSON, MNSPECT

Kandis Hanson from MNSPECT was present to introduce herself to the Board. She explained that she has a long history with building inspection, and was the City Manager in Mound. Her title with MNSPECT is Relationship Manager (Public Relations); she will be the CRT contact for problem solving or any questions. She stated that there have been 97 inspections in the Township so far this year. Sandy Weber asked how fees are determined, and Ms. Hanson explained that there is a schedule of fees that the Township has established, and they are further calculated at the state level with the Uniform Building Code.

PUBLIC COMMENT

- Mike Thomas and Aric Berg were present to discuss a Parcel Split Application for 26752 Denmark Ave. Christopher Seitz, potential affected property owner was also present, as part of his due diligence regarding this matter and to understand his rights in a Building Rights Transfer. Mike Thomas, Aric Berg, and Christopher Seitz left the meeting and stepped into the conference room for private discussion. Mr. Seitz returned after their conversation and stated that he would contact the Clerk for more clarification on rights and requirements.

PLANNING COMMISSION UPDATE

At the September 26, 2016 meeting, the following action items were reviewed:

- Review Parcel Split Application, Mike Thomas, 26752 Denmark Ave
In reviewing the application, it was determined that there is no buildable on the parcel split area, but because Mr. Thomas owns enough land in other surrounding quarter-quarter sections, he could apply for a Building Rights Transfer. The point of the parcel split is to build a new residence on the split parcel. A motion was made, seconded, and carried to recommend approval of the split to the Board of Supervisors contingent on Mr. Thomas completing the paperwork for the Building Rights Transfer.
- Review Building Permit Application for new residence, Mike Thomas, 26752 Denmark Ave
The building permit application for a new residence was reviewed. There is an existing well on the intended split parcel, and a new septic system will need to be installed. Mr. Thomas was reminded that the location of

the new residence needs to be compliant with the setbacks required in our Zoning Ordinance. A motion was made, seconded, and carried to recommend approval to the Board of Supervisors, also contingent on Mr. Thomas completing the paperwork for the Building Rights Transfer.

REVIEW / APPROVE

- Review Building Rights Transfer, Parcel Split, and Building Permit for new residence Applications for Mike Thomas property.

It was noted that the Building Rights Transfer paperwork was not received at the town hall by the October 4 deadline, so no review was held regarding any of these applications. Review has been tabled until the November meeting, and it was noted that the Building Rights Transfer Application must be signed by all applicable parties and approved by the Board of Supervisors before either of the other two applications can be considered.

COMMITTEE REPORTS - None

UNFINISHED BUSINESS

- Re-roof estimates for town hall

Discussion was held regarding how to proceed with estimates for re-roofing the Town Hall. Dave Nicolai volunteered to contact the MATIT agent to find out if any of the repair will be covered by the Township insurance. He feels there was a storm in July 2016 when damage was potentially done to the roof. This discussion will be revisited at the next Board meeting. It was noted that expenses for roof replacement would need to be approved in the budget at the 2017 Annual Meeting.

- Family Health Care Dwellings

No discussion was held regarding this as the full board was not in attendance. Tabled until the November 2016 meeting.

- Follow-up to September 19 letter sent to Maxim Litvinov regarding Home Occupation business.

Discussion was held that there has been no reply to the letter that the Clerk sent to Maxim Litvinov. It was noted that there have only been 4 to 6 vehicles parked since the letter was sent, so he is attempting to comply. It was determined that no further action will be taken at this time other than monitoring the property, unless there are more complaints from residents.

NEW BUSINESS

- Approve Election judges for November 8, 2016 State General Election

Dave Nicolai made a motion and Jeff Partington seconded to approve Election Judges. 3 ayes, 1 abstain by Sandy Weber. Motion carried.

- Discuss Dakota County Ag Society paving project

Mark Henry, President of the Ag Society, explained that they are in the process of exploring the possibility of paving the Fairground entrance off of Hwy 3. Midwest MOPAR, is potentially in a position to make arrangements to pay for the cost of this in exchange for the use of the pavement for timed race events. This could possibly be the largest such event in the nation, and bring large numbers of people to Farmington. The Board discussed that this could be beneficial to both the town of Farmington and the Fairgrounds. This is still in the preliminary discussion stage. Mark Henry wanted to bring this to the Board's attention, and will provide more details as they become available.

- Contract Amendment with MNSPECT

Discussion was held regarding the proposed amendment to the 2014 contract with MNSPECT. This amendment references zoning code compliance regarding the verification of Ag structure set-backs. Chair Sandy Weber commented that in the past, Board members have gone out and measured setbacks on Ag structures, which was also confirmed by Dave Nicolai. MNSPECT is proposing to do this now at an estimated rate of \$60-\$65 per hour, per Kandis Hanson. This discussion was tabled to allow the Board to discuss this with the Clerk and determine what has prompted this proposed amendment.

ROAD REPORT

- October 4, 2016 e-mail response to letter sent to Eureka Township regarding Denmark Ave
The e-mail indicates they have completed all work they are responsible for. Mark Henry commented regarding the obligations of Eureka and Castle Rock Townships respectively. The Board will request the Clerk to find the original agreement between Townships. With Mark Henry's assistance, the Clerk is directed to write a letter to Eureka Township outlining exactly what upkeep they are responsible for. Mark Henry pointed out that ultimately the state of the roads in the Townships is up to Dakota County, and the Dakota County Commissioners could step in if necessary to resolve the issue.

- Verification of 2016 Township Road Mileage

Per Mark Henry, there is no change, still 37.85 miles. Clerk is directed to sign and return the certificate to Dakota County.

- Wild parsnip spraying

Mark Henry stated that late season spraying has been effective in limiting the spread of wild parsnip without affecting pollinator plants. The intent is to proceed as before with both spot spraying and targeted area spraying with 2-4-D between now and November 1.

- Updates on future mill & overlay in the residential loops

Discussion was held regarding proceeding with complete mill and overlay in the residential loops rather than completing the project in stages. Mark Henry has discussed this with the County, and stated that oil prices are cheaper now, so it would be fiscally wise to complete the project as soon as possible in order to realize substantial savings. This would need to be included in the 2017 Budget Meeting, and funding would need to be approved by the residents at the Annual Meeting in March 2017. Depending on the timing of approval to proceed, Castle Rock Township may need to get sealed bids for the work, or they may be able to participate in a secondary round of bids being made by Dakota County next year. Mr. Henry explained that the County will be available to assist in preparation of the bids and engineering.

Dave Nicolai made a motion and Kelly Elvestad seconded to have the Road Committee proceed with preparing a budget for the work, pending approval at the 2017 Annual Meeting. 4 ayes. Motion carried.

TREASURER'S REPORT

Receipts \$ 3,364.06

Current Investments \$790,959.67

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

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 2,899.50 Claim # 8767-8776

Claims: \$ 27,329.86 Claim # 8777-8793

Total: \$ 30,229.36

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

CLERKS REPORT

In the Clerk's absence, Judy Solinger read the following report:

- Xcel Energy installed two Saver's Switch units at the town hall on September 15, for both of the air conditioning units. This was done at no charge and is a program Xcel is providing. In theory this should save a little money during the air conditioning season, although the electric use at the town hall is fairly low.
- Rhonda has again come to the rescue! She purchased some spray that has been applied to part of the exterior of the town hall to help kill the boxelder bug invasion. So far it is working well. Another application will be made this fall.
- Thank you to Judy Solinger for filling in to take the meeting minutes tonight.
- 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 8:25 p.m.

Respectfully submitted,
Judy Solinger, Acting Clerk

Attest: Sandy Weber, Chair of Board of Supervisors