

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
November 14, 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 Monday November 14, 2016 at 7:00 p.m. Present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Jeff Partington, and Kelly Elvestad, Supervisors; and Barbara Lang, Clerk, and Rhonda Rademacher, Treasurer. Supervisor Dave Nicolai was absent. Also in attendance were Jim Larsen, Farmington Fire Department Chief, Jim Connelly, Karl Drutning, Pete Schaffer, and late arrivals Kevin Whitson and Dan Lee, representing the Randolph-Hampton Fire Department.

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

APPROVE AGENDA

Pete Schaffer asked to be added to Public Comment.

**Jon Juenke made a motion and Kelly Elvestad seconded to accept the amended agenda. 4 ayes.
Motion carried.**

DAKOTA COUNTY SHERIFF UPDATE – None

PRESENTATION BY JIM LARSEN, FARMINGTON FIRE DEPARTMENT CHIEF

Jim Larsen, Farmington Fire Department Chief, was present to introduce himself to the Board. He gave a brief background of his qualifications and experience as a fire fighter. He also presented for discussion billings that the Farmington Fire Department is sending out for fire department responses going forward. The invoices will only be sent in cases where there are illegal acts or involve vehicles belonging to someone who does not live in this jurisdiction. The Fire Department will prepare the invoices, but if they are unpaid, they will be turned over to the township for follow-up. The fee schedule they are using to create the invoices follow the FEMA guidelines for costs. He also presented copies of the Ordinance that Empire Township has adopted establishing fees for emergency responses that could be used as a guideline for our township.

CONSENT AGENDA

1. October 11, 2016 Board of Supervisors Regular Meeting Minutes
2. Renewal of Liquor License Renewal for Castle Rock Bar & Grill

**Kelly Elvestad made a motion and Jeff Partington seconded to approve the consent agenda. 4 ayes.
Motion carried.**

PUBLIC COMMENT

- Pete Schaffer stated that he had planned to make some comments regarding solar, but realized the topic is already on the agenda, so he will wait until that order of business.

PLANNING COMMISSION UPDATE

At the October 24, 2016 meeting, the following action items were reviewed:

- Review Building Permit Application for 60' x 80' commercial building, 22038 Canton Court, Queens Investments, LLC
- Review 28' x 30' Ag Zoning Building Application, Dan & Pamela Rivera, 3655 280th St W
- Review Building Permit Application for 20' x 44' inground swimming pool, Travis & Paula Overbye, 22345 Albatross Circle

All applications were reviewed for appropriate zoning, setbacks, and the locations of wells and septic. All were recommended to the Board of Supervisors for approval.

REVIEW / APPROVE

- Review Building Permit Application for 60' x 80' commercial building, 22038 Canton Court, Queens Investments, LLC

**Jeff Partington made a motion and Jon Juenke seconded to approve this application. 4 ayes.
Motion carried.**

- Review 28' x 30' Ag Zoning Building Application, Dan & Pamela Rivera, 3655 280th St W
Jon Juenke made a motion and Kelly Elvestad seconded to approve this application. 4 ayes. Motion carried.

- Review Building Permit Application for 20' x 44' inground swimming pool, Travis & Paula Overbye, 22345 Albatross Circle

Kelly Elvestad made a motion and Jon Juenke seconded to approve this application. 4 ayes. Motion carried.

COMMITTEE REPORTS

Parks – Kelly Elvestad asked if wording could be added to next year's mowing contract for the parks that the contractor will be responsible to drag the infield at the Countryside Park ball field when they mow. The Clerk was directed to make this change on our paperwork.

UNFINISHED BUSINESS

- Discussion follow-up to review of Building Rights Transfer, Parcel Split and Building Permit Applications for Mike Thomas, 26752 Denmark Ave

Clerk verified that the Building Rights Transfer application was not completed and returned to the township. There was discussion that without this transfer, neither the Parcel Split application nor the building permit application would be valid.

Jeff Partington made a motion and Kelly Elvestad seconded to decline the Parcel Split Application. 4 ayes. Motion carried. Clerk was instructed to send a written notice to Mr. Thomas.

- Discussion follow-up for MNSPECT Contract Amendment

There was discussion that since the current contract will expire next spring, MNSPECT could add this language to their new contract if they want to. General consensus is that verifying setbacks for Ag structures by our Building Official is covered under the current contract as a request for additional services. There was further discussion that going forward, either one of the Supervisors or one of the Planning Commission members would be verifying setbacks for future Ag structures.

Jon Juenke made a motion and Jeff Partington seconded to not approve the MNSPECT Contract Amendment. 4 ayes. Motion carried.

NEW BUSINESS

- Discuss possible Ordinance Amendment regarding correcting language so an Interim Use Permit is not required for residential retail solar systems (rooftop solar panel systems).

A draft version of an Ordinance Amendment removing the requirement for an Interim Use Permit for residential use retail solar systems was reviewed. Pete Schaffer inquired about if the current Ordinance allows ground solar systems on Ag-zoned property. Clerk Barbara Lang was asked to read from the current Ordinance. Section 7.21 D contains the description for the requirements of ground solar systems for this zoning category. Mr. Schaffer also pointed out a concern that the wording in the Ordinance lists the distance from the roof edge requires it to be six feet in Ag-zoned property. He is certified for solar panel installation, and stated that three feet from roof edges is the recommended distance. This information will be noted for further discussion at the Public Hearing.

Jeff Partington made a motion and Jon Juenke seconded to set the Public Hearing date for 6:30 pm on November 28, 2016. 4 ayes. Motion carried. Clerk was instructed to post and publish the appropriate notices for the Public Hearing.

- Clerk Lang stated that a building permit application has been received to install a rooftop solar panel system on an Ag-zoned building, but has been unable to go forward with it as our current Ordinance requires an Interim Use Permit to be in place for all zoning categories. She stated that Town Planner, Dean Johnson, had instructed her that the Board could consider a one-time motion for a variance of this requirement.

Kelly Elvestad made a motion for a one-time Variance to proceed with this project while we are in the process up updating the Ordinance. Motion died for lack of a second.

- Hwy 50 turn-lane project – Quit Claim Deed

Clerk Barbara Lang provided further information from the Township Attorney, Troy Gilchrist, after he reviewed the notice. This is for land that will be involved with expanding turn lanes along Hwy 50. Clerk was instructed to contact Dakota County and have them draw up the appropriate paperwork for the Quit Claim Deed.

Late arrivals Kevin Whitson and Dan Lee, representing the Randolph-Hampton Fire Department were present and gave some updated information about the fire services contract renewal for next year. The formal paperwork will be presented early next year.

ROAD REPORT

- Set Road Committee Budget Meeting – Clerk Lang will be working with the Road Committee members to set a date, hopefully within the next few weeks.
- Wild Parsnip update – Areas along township roads were inspected and spraying has been done.
- Denmark Ave recommendation – Sandy Weber remarked that no further action will be taken at this time. There is evidence that additional gravel was placed on the south end of Denmark Avenue by Eureka Township. There are still some frost boil areas that have not been resolved, but until the township receives complaints from residents, nothing further will be done.

TREASURER'S REPORT

Receipts \$ 10,494.03

Current Investments \$ 771,495.41

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

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 1,309.44 Claim # 8794 – 8795

Claims: \$ 12,728.27 Claim # 8796 - 8820

Total: \$ 14,037.71

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

CLERKS REPORT

- Election Day was a very busy one. Huge thank you to our awesome election judge teams. 747 ballots were cast here at the Town Hall, and 25 absentee ballots were cast with Dakota County in advance of the election. 62 new voter registrations were completed here on election day. Castle Rock had approx. 84% voter turnout! Go us!!
- Township has received the fully executed Orderly Annexation Agreement from the City of Farmington and it has been placed in the permanent file.
- Please let Clerk know if you have any updates for the website.

Jeff Partington made a motion and Jon Juenke seconded to adjourn. 4 ayes. Motion carried.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,
Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors