

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
February 13, 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, February 13, 2017 at 7:00 p.m. Present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Jeff Partington, Dave Nicolai, and Kelly Elvestad, Supervisors; Barbara Lang, Clerk and Rhonda Rademacher, Treasurer. Also in attendance were Darrel and Janet Gilmer, Chris Carlson, Nancy Asher, Russ Zellmer, Deb Juenke, and late arrival Mark Henry.

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

APPROVE AGENDA

Nancy Asher requested to be added to the re-zoning discussion already listed under New Business.

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

CONSENT AGENDA

1. January 9, 2017 Board of Supervisors Regular Meeting Minutes

2. Large Assembly Permit for Valek Auction April 8, 2017 at Dakota County Fairgrounds

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

PUBLIC COMMENT - None

PLANNING COMMISSION UPDATE

At the January 23, 2017 meeting, the following action items were reviewed:

- Review Building Permit Application for new residence, Darrel and Janet Gilmer at 4445 278th St W
- Review Ag-zoned Building Application for post-frame construction pole building, approx. 3,000 sq. ft., Darrel and Janet Gilmer at 4445 278th St W

Both were reviewed for location and setbacks, and use of the pole building was discussed briefly. Both applications were recommended for approval to proceed with permits by the Board of Supervisors.

- Review request for re-zoning from Jon and Deb Juenke.

Map with the location of the two parcels was reviewed as a reference in preparation for the upcoming Comprehensive Plan updates. No action required at this time by the Planning Commission.

REVIEW / APPROVE

- Review Building Permit Application for new residence, Darrel and Janet Gilmer at 4445 278th St W. Mr. Gilmer indicated that his wife will be operating her small hair salon business in the new residence. He was advised that it is a home occupation business and requires no action by the Board of Supervisors.

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

- Review Ag-zoned Building Application for post-frame construction pole building, approx. 3,000 sq. ft., Darrel and Janet Gilmer at 4445 278th St W

Dave Nicolai made a motion and Kelly Elvestad seconded to approve the ag-zoned building application. 5 ayes. Motion carried.

COMMITTEE REPORTS - None

UNFINISHED BUSINESS

- Status of new Ordinance draft establishing fees for Emergency Response Services in Castle Rock Township

Clerk Barbara Lang explained that town attorney sent a draft, but there were still some items being updated. We should have the document to review at the March Board of Supervisors meeting, and if no further issues are found the Board can set a Public Hearing date so we can proceed with this.

NEW BUSINESS

- Biosolids hauling and landspreading for Spring 2017

Terry Mitchell from the Met Council, submitted a request for spring biosolids hauling. She is requesting all conditions to be the same as the prior years, and will work with Mark Henry to insure that the roads on the haul route are protected.

Jon Juenke made a motion and Jeff Partington seconded to authorize this project as listed above. 5 ayes. Motion carried.

- Review Wetland Delineation for County Rd 78 paving project

Brian Watson from Dakota County Soil and Water provided information and maps regarding the area that has been identified and needs township approval to proceed as outlined.

Kelly Elvestad made a motion and Jeff Partington seconded to authorize the work proposed by Mr. Watson's report. 5 ayes. Motion carried.

- Review re-zoning requests from Jon and Deb Juenke, and Nancy Asher.

An aerial overview of the parcels under consideration was provided. Kelly Elvestad commented that even if the township would authorize the re-zoning, the Met Council still has to give the final approval for the zoning change. It was noted that additional guidance will be provided by Dean Johnson at the Special Meeting on February 27 when the 2018 Comprehensive Plan updates will be discussed. The Supervisors were encouraged to review the descriptions for all zoning categories listed in our Zoning Ordinance. No action taken at this time.

DAKOTA COUNTY SHERIFF UPDATE – Deputy Svenn was present briefly. He reported that there have been a few burglaries in the area, which so far has been juveniles breaking into cars. All residents were reminded that it is a good idea to always lock your car and all doors at your residence.

ROAD REPORT

- Ice updates

Clerk Barbara Lang spoke on behalf of our Road Contractor, Mark Henry, as he had not yet arrived at the meeting. Mark has worked hard to keep up with treating all the icy roads we have had this past month.

- Discussion regarding proceeding with milling and overlay of the northern residential loops
Road Committee Member, Russ Zellmer spoke about the benefit to move forward with the project this year, as prices will most likely only get higher if we wait an additional year. It is his understanding that the township can submit our intention and information to Dakota County to be included in their master bid for 2017 projects, with the understanding that this expense needs to be authorized by the residents at the Annual Township Meeting. If the residents do not authorize going forward with this CIP, the township could still withdraw from the master bid.

Dave Nicolai made a motion and Jon Juenke seconded that the township should proceed with submitting the information to Dakota County to be included in their 2017 master bid, with the condition that it could be withdrawn if the residents do not authorize this project at the Annual Town Meeting. 5 ayes. Motion carried.

Just after the motion had been voted on, Mr. Henry arrived. He had a further update that he had talked to Todd Howard at Dakota County Department of Transportation, and was told it will be acceptable to

wait to submit our information after the Annual Town Meeting has taken place, as they are still working on the master bid for the County.

TREASURER'S REPORT

Receipts \$ 21,640.72
Current Investments \$ 885,496.20

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

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 1,405.44 Claim # 8867 – 8868
Claims: \$17,148.34 Claim # 8869 - 8885
Total: \$18,553.78

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

CLERKS REPORT

- Reminders about additional meetings in February: The Annual Budget and Audit meeting will begin at 6:30 pm on Wednesday, February 22. In addition, there will be a Special Meeting with the Board Supervisors and Planning Commission members that will begin at 6 pm on Monday, February 27. Dean Johnson, Town Planner will be present to provide an overview and guidelines for the 2018 Comprehensive Plan update process.
- The annual "Election Edition" of the Castle Rock Chronicle will be mailed out by 2/17.
- Everyone should have received a flyer from MAT regarding the Spring Short Courses. The Clerk and Treasurer will be attending the courses in Rochester on March 21. Board Chair, Sandy Weber, indicated she will also be attending.
- Clerk will post a notice about Supervisors possibly attending the Randolph-Hampton Fire Department dinner and meeting, so the Supervisors are covered if they choose to attend.
- Please let Clerk know if you have any updates for the website.

Board Chair Sandy Weber declared the meeting recessed at 7:40 pm, and will resume at 6 pm on February 27.

Respectfully submitted,
Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors