CASTLE ROCK TOWNSHIP **Approved**
BOARD OF SUPERVISORS REGULAR MEETING
May 13, 2014 @ 7:00 P.M.

The regular monthly meeting of the Board of Supervisors of Castle Rock Township was convened at the Castle Rock Town Hall on Tuesday, May 13, 2014 at 7:00 p.m. Present were Drea Doffing, Chair; Russ Zellmer, Vice-Chair; Jeff Partington, Dave Nicolai and Sandy Weber, Supervisors; Colette Mumm, Treasurer; and Dianne Lamb, Acting Clerk. Also present were Monique Berg, Planning Commission Chair; Nancy Just, Len and Sheryl Schrader, Scott Bertelson, Jon Juenke, Scott Qualle, Dakota County Deputy Vikesland, and Mike Slavik, Dakota County Commissioner.

Drea Doffing called the meeting to order at 7:00 P.M. and the Pledge of Allegiance was recited.

APPROVE AGENDA

Sandy Weber requested adding discussion of policy to remove a planning commission member to unfinished business.
Russ Zellmer requested adding discussion of the recycling center to unfinished business.
Sandy Weber made a motion and Dave Nicolai seconded to accept the amended agenda. 5 ayes. Motion carried.

CONSENT AGENDA REVIEW/APPROVE

1. April 14, 2014 Board of Supervisors Re-Organizational Meeting Minutes
2. April 14, 2014 Board of Supervisors Meeting Minutes

Dave Nicolai made a motion and Jeff Partington seconded to approve the consent agenda as written. 5 ayes. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE

Deputy Vikesland reported that there wasn't anything to report. Everything has been quiet perhaps due to the cooler weather.
Russ Zellmer asked for an update from the Sheriff's Department concerning previous 4-wheeler damage in some of his fields. The Deputy said he would follow up on that.

DAKOTA COUNTY COMMISSIONER UPDATE

Mike Slavik, Dakota County Commissioner, reported that the township has been quiet in regard to constituent calls. He said that they are dealing with water issues and that the DNR is evaluating the ground water supply. There is a two- year study, including the northwest corner of Castle Rock Township, in regards to use of water for irrigation. Testing of wells for nitrates is on-going. The Township is eligible for planning grants starting in the fall.

PLANNING COMMISSION UPDATE

Monique Berg, Planning Commission Chair brought the following recommendations:

- Approve pole building application for Scott Bertelson, 26749 Biscayne Ave.
- Approve parcel split for Nancy Just/Brent Betterly, 4420 278th St. W.
- Did not approve moving forward with Public Hearing Comprehensive Plan Amendment or re-zoning for the Viking Auto Property.
- Recommend scheduling Public Hearing for the CUP application for 1120 220th St. W to be held at 6:00 p.m. on May 27th, 201 4.
- Recommend that the Board of Supervisors appoint Jon Juenke to the Planning Commission.

Monique was asked about the Zoning Ordinance Review. She reported that due to heavy agendas, the review is not complete, but it will be done soon with the clerk's help.

PUBLIC COMMENT

None

REVIEW / APPROVE

1. Pole Building Permit, Scott Bertelson, 26749 Biscayne Ave.

Sandy Weber made a motion and Jeff Partington seconded to approve the permit. 5 ayes. Motion carried.

2. Approve parcel split for Nancy Just/Brent Betterly 26749 Biscayne Ave.

Property owner must have the approved Resolution recorded at Dakota County and kept with the property.

Sandy Weber made a motion and Dave Nicolai seconded to approve the parcel split. 5 ayes. Motion carried.

Dave Nicolai made a motion and Jeff Partington seconded to approve Resolution # 2014-02. 5 ayes. Motion carried.

3. Agreement and Contract for Inspection Services from MNSPECT

Russ Zellmer made a motion and Sandy Weber seconded to approve the contract for Building Inspection Services. 5 ayes. Motion carried.

4. Public Hearing date for CUP for cemetery at 1120 220th St. W. for May 27 at 6 p.m.

Dave Nicolai made a motion and Sandy Weber seconded to approve the date and time for the Public Hearing regarding the CUP for cemetery. 5 ayes. Motion carried.

5. Recommend that the Board of Supervisors appoint Jon Juenke to the Planning Commission

Drea Doffing made a motion and Sandy Weber seconded to approve the appointment of Jon Juenke to the Planning Commission. 5 ayes. Motion carried.

UNFINISHED BUSINESS

- Update regarding Northland Equities Two, LLC. Owner of the property is to obtain IUP for the used auto lot at 22480 Chippendale Ave. W. Application and Escrow payment has been received and will be reviewed at the May 27th Planning Commission meeting
- Discussion about action to be taken for Viking Auto Property

Jeff Partington made a motion and Russ Zellmer seconded to hold a public hearing on June 3, 2014 for Viking Auto non-conforming use Ordinance. 5 ayes. Motion carried.

- Discussion of need for a policy to remove a Planning Commission member. Having a policy may limit the options. Decision was to turn this over to the attorney and to review at a later date.
- Discussion of the Battery and Recycling Center
  Decision to consult with the attorney to see if they need an ordinance. Also, research will be done to determine if there is an existing IUP or CUP

NEW BUSINESS

Solar Generation Facility

Russ Zellmer made a motion and Sandy Weber seconded to object to this facilty with a formal letter of objection to be written by the Clerk with help from Drea Doffing. 5 ayes. Motion carried.

ROAD REPORT

- Cap X2020 Updates. Road restrictions were expected to be lifted on May 9. GRE will be working on removing the remaining matting and hope to finish by the middle of June, depending on weather conditions. Haul Route signs will remain in place until all matting is removed. Mark Henry and Stan Tessmer will be making arrangements for GRE to pick up the signs, which they paid for, once the project is complete.
- Spring biosolids application update. Mark Henry and Russ Zellmer met with Mike Weber from Met Council on April 30 to discuss the haul route. Since then, we have been advised that due to weather conditions they will NOT be applying biosolids on the Empey farm this spring but may be using that site in the fall. Met Council has requested leaving the existing permit in place util then.
- Review quote from Dakota County for dustproofing for 2014.
  Two quotes were obtained, one for magnesium chloride which was rejected due to its shortage and higher cost.

Russ Zellmer made a motion and Sandy Weber seconded to go with the Dakota County quote on calcium chloride for dustproofing in 2014. 5 ayes. Motion carried.

- Reminder that Annual Road Inspection has been set for May 20. Meet at the Town Hall at 6:00 p.m.

TREASURER'S REPORT

- Discussion and decisions regarding transferring some township funds to alternate bank(s) to make sure we are protected under FDIC.
- Additional Pledged Securities Agreements with Castle Rock Bank totaling an additional $500,000.00 were executed in April.

Receipts:	$ 16,611.00
Cash Control:	$ 7,148.09
Current Investments	$776,472.96

Dave Nicolai made a motion and Sandy Weber seconded to approve the Treasurer's Report. 5 ayes. Motion carried.

REVIEW PAYROLL AND CLAIMS

Payroll:	$ 1,687.64	Claim #7993-7994
Claims:	$ 22,701.87	Claim #7995-8014
Total:	$**24,389.51**	

Russ Zellmer made a motion and Jeff Partington seconded to approve the Payroll and Claims Review. 5 ayes. Motion carried.

CLERKS REPORT

- Scott Qualle looked at the front door during this past month. The screws on the metal hinges showed some signs of beginning to strip, but he manually tightened them which helped greatly. He believes the whole unit should be OK for quite some time as long as we keep tabs on the hinges and re-tighten the screws from time to time. He did note that there are signs of rust in multiple areas , so we probably want to plan to replace it in another year or so.
- The shingles on the roof have been replaced, so we should be all set until the time comes to have the entire roof re-shingled.

- Reminder that Sandy Weber and Barbara Lang will be attending the MAT Summer Short Courses on June 18 in Mankato.
- CTAS re-write update: The project is moving along and they expect some preliminary testing of the rewrites to take place in late May and late July.

Drea Doffing made a motion and Jeff Partington seconded to approve Clerk Barbara Lang's pay raise to $19.50 per hour effective May 1, 2014. 5 ayes. Motion carried.

Russ Zellmer made a motion and Sandy Weber seconded to write a check for the required amount to the IRS, if in 16 days the settlement isn't reached, to stop the levy on the township. 5 ayes. Motion carried.

Russ Zellmer made a motion and Jeff Partington seconded to pay the 4th quarter 2013 and 1st quarter of 2014 taxes immediately. 5 ayes. Motion carried.

Sandy Weber made a motion and Jeff Partington seconded to adjourn. 5 ayes. Motion carried.

Meeting adjourned at 9:00 p.m.

Respectfully Submitted,
Dianne Lamb

Attest: Drea Doffing, Chair of Board of Supervisors
Barbara Lang, Clerk