

**CASTLE ROCK TOWNSHIP  
BOARD OF SUPERVISORS REGULAR MEETING  
May 8, 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, May 8, 2017 at 7:00 p.m. Present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Jeff Partington, Kelly Elvestad, and Dave Nicolai, Supervisors; Barbara Lang, Clerk and Rhonda Rademacher, Treasurer. Also in attendance were June & Don Webb, Jenifer & Jason Heath, and Mark Henry.

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

**APPROVE AGENDA**

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

**CONSENT AGENDA**

1. April 10, 2017 Board of Supervisors Re-Organization Meeting Minutes
2. April 10, 2017 Board of Supervisors Regular Meeting Minutes
3. Application from Farmington Lions Club for Bingo at Dakota County Fairgrounds, Aug 7-13, 2017

**Dave Nicolai made a motion and Jeff Partington seconded to accept the Consent Agenda. 5 ayes. Motion carried.**

**DAKOTA COUNTY SHERIFF UPDATE** – None

**PUBLIC COMMENT**

Don Webb was present and commented that he has issues with smoke from outside burning near his home. He presented copies of minutes from 2008 when this had been discussed with the Board of Supervisors at that time, as well as information from the MN Department of Health. He indicated that both a wood burner for heat and a burn barrel are being used on the property owned by Mark and Drea Doffing. He doesn't believe they use a trash service and he believes that is against the law. Chair Sandy Weber responded that she is quite certain that the Doffings share a large trash container with a neighbor, which is acceptable. Mr. Webb requested that the Board do some further research on this problem. He left a packet of information with Chair Weber. The Clerk was instructed to copy that information and include this topic on the agenda at the next meeting, and to contact the Doffings and recommend that they attend the next meeting.

**PLANNING COMMISSION UPDATE**

A series of Public Hearings was held beginning at 6:30 pm on April 24, 2017 as follows:

**HEARING #1:** The purpose of this hearing is to review Ordinance 2017-01, an Ordinance Establishing Fees for Emergency Response Services in Castle Rock Township.

Recommendation was made for the Board of Supervisors to approve the updated draft of this Ordinance.

**HEARING #2:** The purpose of this hearing is to review a Conditional Use Permit, allowing the establishment of a business known as Haven Acres, a non-profit youth ranch, located at 2820 245<sup>th</sup> Street E, Hampton, MN.

Recommendation was made for the Board of Supervisors to approve this CUP with the following conditions:

1. Hours of Operation: Shall be in operation on weekdays between the hours of 8:30 am to 8:30 pm, and some limited special events.
2. Parking: Adequate parking on the property shall be available.
3. Feedlot: Not required at this time. Maximum number of animals allowed will be up to 15 horses in addition to a variety of smaller farm animals (i.e. chickens, goats, etc.)
4. Number of People on Property: During normal business hours, no more than 30 people shall be on the property. For special events, a maximum of 200 people will be allowed.

At the April 24, 2017 Re-organizational meeting, Jeff Partington was elected as Chairman, and Mary Ann Enggren was elected as Vice-Chair. Barbara Lang will remain as recording Secretary.

At the April 24, 2017 Planning Commission meeting, the following item was reviewed:

- Review Building Application for pole building (not ag), Fran Haan, 24335 Chippendale Ave

This application was recommended for the Board of Supervisors to approve.

### **REVIEW / APPROVE**

- Review Conditional Use Permit for non-profit youth ranch, Haven Acres, Jason & Jenifer Heath, 2820 245<sup>th</sup> St E and accompanying Resolution

Jenifer and Jason Heath were present and were asked to give a brief overview of their program. Focus is on helping both the children in the program and improving the quality of life for rescue horses. Chair Weber asked the Board Supervisors to consider specifying an expiration date for the CUP. Dave Nicolai suggested that the Conditional Use Permit be subject to review in ten years.

**Jon Juenke made a motion and Kelly Elvestad seconded to approve the Conditional Use Permit, to be subject to review in ten years. 5 ayes. Motion carried.**

- Resolution 2017-08 Resolution Approving a Conditional Use for an Agricultural Service Establishment at 2820 245<sup>th</sup> Street East

Conditions listed in the Resolution were reviewed. The owners were asked to provide copies of their liability insurance to keep on file in the township records.

**Kelly Elvestad made a motion and Jon Juenke seconded to adopt the Resolution. 5 ayes. Motion carried.**

- Review Building Application for pole building (not ag), Fran Haan, 24335 Chippendale Ave

**Dave Nicolai made a motion and Jeff Partington seconded to approve the building permit. 5 ayes. Motion carried.**

- Ordinance 2017-01 Establishing Fees for Emergency Response Services in Castle Rock Township

**Jeff Partington made a motion and Jon Juenke seconded to adopt Ordinance 2017-01. 5 ayes. Motion carried.**

- Resolution No. 2017-02 Resolution Approving Summary Language for Publication of Ordinance Imposing Emergency Response Services in Castle Rock Township

**Jeff Partington made a motion and Jon Juenke seconded to adopt the Resolution. 5 ayes. Motion carried.**

### **COMMITTEE REPORTS**

- Parks – Supervisor Kelly Elvestad indicated she is still hoping to organize a clean-up day at the park. It was noted that there a couple more dead trees that should be cut down. Supervisor Jeff Partington indicated he would look at the trees and could possibly remove them.
- Vermillion River Watershed Joint Powers Organization (VRWJPO) – Chair Sandy Weber gave a summary of information presented at the last VRWJPO meeting about proposed standards evaluation that will be done. There is more information about this on the website for anyone who is interested.

### **UNFINISHED BUSINESS**

- Update on quotes and materials for new town hall roof – Pete Schaffer was present and had an updated proposal with several material/pricing options. The recommendation for the best quality staying within the budgeted amount is to go with 24-gauge steel standing seam, attached with an L-clip. This has a 50-year warranty.

**Jon Juenke made a motion and Kelly Elvestad seconded to authorize using the 24-gauge product described above for a cost of \$28, 575.00. 5 ayes. Motion carried.**

It was further noted that a portion of this cost will be covered by the insurance claim that has been filed for hail damage. Color is to be chosen by the Clerk and Board Chair. Mr. Schaffer will bring color samples to the town hall within the next week.

- Continuing discussion of re-zoning requests and plan for land use map updates

Chair Sandy Weber inquired if the Supervisors have reviewed the maps that were provided earlier this spring. No one found any updates at this time.

Supervisor Jon Juenke recused himself from the Board at this point. He then inquired if the Board has given any further consideration to the re-zoning request made by Nancy Asher and him. He is most concerned about what the township will authorize for lot sizes if these parcels are re-zoned. There was discussion that one residence per ten acres is the current standard for Rural Residential zoning, and it was noted that Town Planner Dean Johnson has concerns about obtaining approval from the Met Council for lots sizes of 2.5 acres. Supervisor Dave Nicolai stated that it is his belief that smaller lots should be considered, which would create more tax base. Clerk Barbara Lang explained that Dean Johnson has provided guidance that the zoning description for smaller lots would be labelled "Urban" if the lots are less than the one per ten acres. Our zoning currently includes only AG-Agricultural, Rural Residential I and II, and Commercial/Industrial.

There was further discussion about lot size and affordability in the future if city water and sewer was ever made available. It was decided that further clarification is needed from the Town Planner so there are better details to consider. It was decided this topic will wait until the public meeting date is set for this fall.

### **NEW BUSINESS**

- Discuss soliciting Quotes for year-round grading, plowing and maintenance of township roads
- Supervisors reviewed the Request for Quotes for the 2017-18 contract. Clerk was directed to post the Solicitation for Quotes at all posting locations. Quotes are due by June 6, 2017.

### **ROAD REPORT**

- Review mill and overlay expense from Dakota County
- Dakota County provided an update of expected cost for the project, which is less than what was budgeted. Work is expected to take place within the next month.

- 2017 dustproofing

Mark Henry indicated that the roads are in good condition so far this spring. He plans to get some spot gravelling done this week and begin dustproofing within the next week or so.

- Gravel testing

Mr. Henry has contacted Todd Howard at Dakota County Transportation about providing testing of gravel samples for the township. These will be done for us at no charge.

- Set 2017 Road Inspection date

Road Inspection date was set to begin at 6 pm on Thursday, May 25, 2017. Clerk was instructed to post this as a special meeting. Clerk will contact the Road Committee to inform them of the date, and will contact Dave Mumm about using his van for the inspection again.

- Dakota County Transportation Milling & Overlay Pre-construction meeting May 9

Russ Zellmer, Road Committee member, has volunteered to attend this meeting.

Kelly Elvestad brought up the topic of contacting MnDOT to request adding an apron at the intersection of Hwy 50 and Annette Ave, possibly in conjunction with the turn lane project that is coming up soon. Mark Henry and the Clerk will write a letter to MnDOT to make this request.

### **TREASURER'S REPORT**

Receipts \$ 25,460.09

Current Investments \$ 835,248.38

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

### **REVIEW PAYROLL AND CLAIMS**

Payroll: \$ 1,384.51 Claim # 8947 – 8948

Claims: \$ 9,846.12 Claim # 8949 - 8964

**Total: \$11,230.63**

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

### **CLERKS REPORT**

- Annual website updates have been done, and updates have been made. Please let Clerk know if there are any additional updates that should be made.
- Clerk read an e-mail update from the Metropolitan Council regarding the spring bio-solids spreading.
- Clerk will be mailing letters to the other two residents who have property within the re-zoning request areas that this consideration is being made, so that they will have an opportunity to participate in future discussions.

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

Meeting adjourned at 8:20 pm

Respectfully submitted,  
Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors