

**CASTLE ROCK TOWNSHIP  
BOARD OF SUPERVISORS REGULAR MEETING  
July 10, 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, July 10, 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 Brian & Katie Thom, Eric Ruud, Andy Otte, Emilie & Clinton Christensen, Kurt & Chris Kimber, Michael & Ann Felixberger and Niel Peterson.

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

**APPROVE AGENDA**

Brian Thom asked to be added to Public Comment.

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

**Motion carried.**

**CONSENT AGENDA**

1. June 12, 2017 Board of Supervisors Regular Meeting Minutes
2. Temporary On-Sale Liquor License from Dakota City Heritage Village for Dakota County Fair, August 7-9, 2017
3. Temporary On-Sale Liquor License from Dakota County Ag Society for Dakota County Fair, August 10-13, 2017
4. Large Assembly Permit Application from Rotary Club of Farmington (for Ramble Jam) at Dakota County Fairgrounds, Sept 15 & 16, 2017

**Dave Nicolai made a motion and Kelly Elvestad seconded to accept the Consent Agenda. 5 ayes.**

**Motion carried.**

**PUBLIC COMMENT**

- Brian Thom and his family were present at the meeting. They are planning to purchase one of Mr. Bremer's parcels near Castle Rock and wanted to introduce themselves. They also wanted to verify that all the easements were in place for the parcel they are purchasing, which was confirmed by Chair Sandy Weber, who also welcomed them to the community.

**PLANNING COMMISSION UPDATE**

At the June 26, 2017 Planning Commission meeting, the following items were reviewed:

- Discuss Building Application for addition to residence, Andy & Chris Otte (no address provided)
- Review Ag-zoned building application for Kurt Kimber, 26660 Biscayne Ave

The above items were recommended for the Board of Supervisors to approve, contingent on Mr. Otte submitting the required permit application paperwork to the Clerk prior to the BOS meeting.

- Review Conditional Use Application from Finally Farm LLC, Clinton & Emilie Christensen, 1481 240<sup>th</sup> St W

CUP was recommended for the Board of Supervisors to proceed with setting a Public Hearing date.

- Discussion about buildables PID# 07-03100-76-014 – Robert Hart
- Discussion about buildables PID# 07-03100-50-019 – Greg Rappie

Both areas were discussed, but additional information is required to answer the questions the residents had. These will both be included on the agenda at the July Planning Commission meeting.

**REVIEW / APPROVE**

- Building Permit Application for addition to residence, Andrew Otte, 2630 270<sup>th</sup> St E

**Dave Nicolai made a motion and Jon Juenke seconded to approve this permit. 5 ayes. Motion carried.**

- Ag Building Zoning Application for Kimber Contours, LLP, to be located along property at 270<sup>th</sup> Street.

**Jon Juenke made a motion and Kelly Elvestad seconded to approve this ag-zoning permit. 5 ayes.**

**Motion carried.**

- Conditional Use Permit from Clinton & Emilie Christensen, 1481 240<sup>th</sup> St W for holding small events, such as birthday parties, at their hobby farm.

Clinton & Emilie gave a brief overview of the event business they are hoping to establish. The Board authorized the Clerk to publish the required notices to hold a Public Hearing at 6:30 on July 24, 2017.

### **COMMITTEE REPORTS**

- Supervisor Elvestad noted that the spraying has been done at Countryside Estate Park, but it appears that the ball field needs to be dragged when the grass is mowed. Clerk was instructed to contact David Mumm about this.

### **UNFINISHED BUSINESS**

- Complaint regarding property across from 22915 Annette Ave  
Copy of the official complaint was provided to all the Supervisors. During discussion of the complaint, resident Niel Peterson stated that he has tried to work with his neighbors to resolve the issues of abandoned vehicles, old appliances, unauthorized burning, and other items being stockpiled on the property across from his residence, to no avail. The Supervisors in attendance all indicated they have driven past the area so they are aware of what appears to be there, and agree that it is an eyesore. General agreement was that the township should take some type of action to get the area cleaned up. Mr. Peterson confirmed that he appreciates that the township is willing to take whatever action is allowed to resolve the situation. Clerk was instructed to compose a letter to the property owner to advise them what the township Ordinance states and direct them to clean up the area.
- Building Official Transition – Ron Wasmund, owner of Inspectron, was in attendance. He indicated that he and the township clerk have been working together to make the transition as smooth as possible. He delivered the rest of the new permit application forms to the clerk this evening. Mr. Wasmund also wanted to discuss payment for his services for finishing up existing permit inspections, and suggested that he would like to be paid the hourly rate indicated in the new contract, which is \$65.00 per hour. Supervisor Partington asked about how much money this would be, since this will come out of township funds and isn't a budgeted item. Mr. Wasmund indicated there are about a dozen projects he'll be wrapping up, and felt that the total would end up being no more than \$2,000.00. Supervisors Juenke and Nicolai both commented that they assumed some kind of payment would be made to the new company for this type of service during the transition.

**Dave Nicolai made a motion and Jon Juenke seconded to authorize paying Inspectron \$65.00 per hour for services to complete existing permit inspections. 5 ayes. Motion carried.**

- Update on new town hall roof – Dave Nicolai indicated he had contacted Pete Schaffer, but didn't have a time frame for starting work on the new roof yet.
- Continuing discussion of re-zoning requests and plan for land use map updates  
Clerk Barbara Lang indicated she had done some further review of the maps provided by Bolton & Menk this past month and noted that there is some wetland area within some of the area that is being considered for re-zoning. Clerk was instructed to contact Brian Watson at Soil & Water Conservation office to get further information and clarification.
- Open House date for Comprehensive Plan update meeting with Dean Johnson and rep from Bolton & Menk – for November 20, 2017. It was noted that the Castle Rock Township date has not changed, but a few others in surrounding jurisdictions had different dates, in case anyone is planning to attend any of those meetings.

### **NEW BUSINESS**

- Well at the Town Hall  
Clerk Barbara Lang and Treasurer Rhonda Rademacher described the problem that is occurring with the well and water pumping constantly. They have been shutting off the breakers to the pump when the town hall is not occupied so there is no further equipment damage. It was recommended that the Clerk contact Kimmes Bauer or Hartmann Wells about getting this repaired.

## **ROAD REPORT**

Mark Henry was not able to attend this meeting, so Chair Weber gave his updates, which included:

- 2017 gravel and dustproofing update – last areas should be finished within the next week
- Trash dumping and other vandalism in township – Mr. Henry has contacted the Dakota County Sheriff about some of the problems, and requested additional patrols as deputies are available.
- Gravel sampling reports – Clerk Lang indicated the written reports are on file

Chair Weber also indicated that wild parsnip is blooming now, and that Mr. Henry will be doing another survey of the locations in preparation for the fall spraying program.

## **TREASURER'S REPORT**

Receipts \$ 12,065.04

Current Investments \$ 819,353.52

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

## **REVIEW PAYROLL AND CLAIMS**

Payroll: \$ 2,991.64 Claim # 8984 – 8993

Claims: \$84,372.28 Claim # 8994 - 9013

**Total: \$87,363.92**

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

## **CLERKS REPORT**

- Clerk checked e-mail several times during her vacation, responded to a couple indicating their request would be taken care of upon her return. Only two voice mails were left, and neither were urgent.
- New Building Permit Application form is on the township website. MNSPECT has returned all paperwork. Clerk has had two meetings with Ron Wasmund to get things set up and they are still working on a few details.
- Please let Clerk know if you have any further updates that should be posted on the website.
- Clerk reminded the Supervisors that the District 4 Annual Meeting (MAT) will be held on Monday, August 7 at the Empire Township Maintenance Building. Registration begins at 7 pm and the meeting will begin at 7:30. Clerk will post this as a special meeting in case more than two Supervisors attend.
- Clerk also reminded everyone that the Dakota County Fair will be held from August 7 – 13, and the Town Hall office will only be open for two mornings that week. She also reminded everyone that the August BOS meeting will be on August 14.
- In addition, the Clerk informed the Supervisors that Dakota County has some new requirements for processing parcel splits or combinations. Clerk has copies of the new form that the property owners must sign off on, and from this point forward, the township needs to send a digital copy of the legal surveys for any parcel splits to the County Recorder's office, in addition to the Resolution that is recorded for the permanent records.

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

Meeting adjourned at 7:55 pm

Respectfully submitted,  
Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors