

CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
July 8, 2014 @ 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 Tuesday, July 8, 2014 at 7:00 p.m. Present were Drea Doffing, Chair; Russ Zellmer, Vice-Chair; Jeff Partington, Dave Nicolai and Sandy Weber, Supervisors; and Barbara Lang, Clerk. Also present were Monique Berg, Planning Commission Chair, Ron May, Bernadine May. Late arrivals included Stan Tessmer, GRE Representative, Eric Ruud, and Mark Henry.

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

APPROVE AGENDA

Russ Zellmer requested adding Nike Base to Unfinished Business. Drea Doffing asked to add Park Update to Unfinished Business. Monique berg asked to be added to Public Comment.

Sandy Weber made a motion and Jeff Partington seconded to accept the amended agenda. 5 ayes. Motion carried.

CONSENT AGENDA REVIEW/APPROVE

1. June 10, 2014 Board of Supervisors Special Meeting Minutes
2. June 10, 2014 Board of Supervisors Meeting Minutes
3. Temporary Liquor License Permit for Dakota City Heritage Village at the Fairgrounds on August 4-6, 2014
4. Temporary Liquor License Permit for Dakota County Agricultural Society at the Fairgrounds on August 7-10, 2014
5. Large Assembly Application for Farmington Rotary Club at the Fairgrounds September 12-13, 2014

Dave Nicolai made a motion and Russ Zellmer seconded to approve the consent agenda. 5 ayes. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE

None

PLANNING COMMISSION UPDATE

Monique Berg, Planning Commission Chair brought the following recommendations:

- Approve building permit application for Bernadine & Ronald May, 22150 Albatross Circle
- Recommend Interim Use Permit (IUP) for Northland Equities, LLC, 22480 Chippendale Ave for Cedar South Auto Sales with the addition of two additional parcels
- Recommend that the Board of Supervisors approve the Conditional Use Permit (CUP) for establishing a cemetery at 1120 220th St W, with conditions as listed in the minutes.
- Recommendations for updating the Draft Resolution 2014-03 with conditions as listed in the minutes.

There was further discussion regarding the Cemetery CUP. Mel Smith, the realtor, advised the Township that there would not be a representative attending tonight's meeting. The potential buyers are still discussing if this project will be going forward, and soil borings to determine the water table will need to be done by the buyers before any further action will be taken by Castle Rock Township. The conditions and recommendations are not being sent to the township attorney at this time until we determine if the project will be going forward to avoid further attorney costs.

PUBLIC COMMENT

Monique Berg wanted to publicly thank Castle Rock Township and specifically Mark Henry for keeping our Township roads in such great condition. We should be proud of our Township roads compared to many others in nearby areas.

REVIEW / APPROVE

1. Building permit application for Bernadine & Ronald May, 22150 Albatross Circle
Dave Nicolai made a motion and Sandy Weber seconded that the building permit be approved. 5 ayes. Motion carried.

2. Approve IUP for Northland Equities, LLC, 22480 Chippendale Ave for Cedar South Auto Sales with the addition of two additional parcels

There was some discussion that the IUP will be granted with the following conditions:

Identify hours of operation to include 7 am to 7:30 pm Mondays through Fridays, 8 am to noon on Saturdays, and no Sunday hours, Clerk to verify hours of operation with business owners.

A maximum of 40 cars on the lot at any given time.

A Resolution will be drawn up with these conditions to be reviewed at next month's meeting.

Dave Nicolai made a motion and Drea Doffing seconded to approve the IUP with the above conditions and have a Resolution prepared. 5 ayes. Motion carried.

UNFINISHED BUSINESS

- CUP for establishing a cemetery at 1120 220th St.

Further discussion tabled until August meeting.

- Viking Auto Ordinance Update

E-mail was received from the Fausts to provide further detail on the retention ponds and to supply the online link for MN PCA website where we can review their quarterly storm water sampling compliance test results. Also, Redline comments were received from the Fausts for some language updates in the Ordinance. Upon review, all changes in the Ordinance were acceptable except deleting the phrase "the waiver of the Business's nonconforming rights" on Page 5, Item 4. Clerk will advise the Fausts of this final decision and schedule obtaining signatures.

- Nike Base

Russ Zellmer inquired if the Township had received any further correspondence from Dakota County regarding clean-up on the property, since he has heard equipment operating recently. Clerk Barbara Lang indicated that we had received e-mail correspondence and photos from Terry Muller and they were inadvertently not included in the information packets this month. Clerk will forward the e-mail to all Supervisors and will print copies of all the photos to keep on file at the Town Hall.

- Countryside Park

Drea Doffing brought photos of a cement picnic table that she found on sale at Hedberg Aggregates for approx. \$400 that would be appropriate to purchase for the new shelter at the park.

Russ Zellmer made a motion and Sandy Weber seconded to proceed with the purchase of the table. 5 ayes. Motion carried.

NEW BUSINESS

- Appointment of election judges for August 12, 2014 Primary election

Clerk Barbara Lang presented the list of certified election judges for approval.

Dave Nicolai made a motion and Jeff Partington seconded to appoint the judges as listed. 4 ayes, Sandy Weber abstained. Motion carried.

ROAD REPORT

- CapX2020 Wrap-up.

Stan Tessmer indicated that he had met with Mark Henry and Russ Zellmer, and they had reviewed the final road repairs that needed to be done to complete the work required under the permit. GRE has authorized using Escrow funds to reimburse Castle Rock Township for this work. There was discussion regarding extending the permit to August 12, 2014 in order to complete all work and obtain all invoices in order to reconcile the Escrow funds by that time.

Russ Zellmer made a motion and Sandy Weber seconded to extend the permit to August 12, 2014. 5 ayes. Motion carried.

- Tiling on Biscayne Ave has been completed.
- Collapsed culvert on 230th St. Mark Henry has been authorized to go ahead and complete whatever work is necessary to replace the culvert.
- Drainage project in Rocky Hills Addition

Russ Zellmer recommends inviting the residents of the affected area to the next Board meeting to inform them about the project, since there is a lot of information they need to know. Russ and Mark Henry will help write a letter to be sent to the Rocky Hills residents prior to the August Board of Supervisors meeting. Township needs to obtain right of entry from a couple of the affected properties in order to perform the necessary work.

There was discussion of the quotes for materials to be used – concrete materials or galvanized pipe. Using concrete would put this project way above the projected budget. If we go with the galvanized pipe, Grant Jacobsen, our Engineer, advised that affected soil has to be packed properly around the round pipe.

Russ Zellmer made a motion and Dave Nicolai seconded to use galvanized pipe. 5 ayes. Motion carried.

In addition, Grant Jacobsen will be working with Viking Auto on clarifying their drainage plan.

TREASURER'S REPORT

Receipts	\$ 22,205.86
Cash Control	\$ 24,326.61
Current Investments	\$699,752.47

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

Dave Nicolai made a motion and Jeff Partington seconded to approve Treasurer Colette Mumm's pay raise to \$625.00 per month effective July 1, 2014. 5 ayes. Motion carried.

REVIEW PAYROLL AND CLAIMS

Payroll:	\$ 3,814.82	Claim #8037-8047
Claims:	\$60,486.47	Claim #8048-8070
Total:	\$64,301.29	

Dave Nicolai made a motion and Sandy Weber seconded to approve the Payroll and Claims Review. 5 ayes. Motion carried.

CLERKS REPORT

- Computer problems again – Beth Sullivan, our IT repair person, has recommended replacing the tower for the computer in the Town Hall. A new hard drive could be purchased, but it would be more cost effective to purchase a new tower which would be upgraded equipment. There is no need to replace the monitor or keyboard at this time. New software will also need to be

purchased for this upgrade. Barbara Lang also reminded the Board that we will be receiving the new CTAS software soon and we can try to coordinate all of the upgrades to be done at one time.

Russ Zellmer made a motion and Sandy Weber seconded that we proceed with purchasing the necessary equipment and software up to \$1,500.00. 5 ayes. Motion carried.

- Outside handicap button for the front door is not working. Inside button is working after it was re-set. Kelly's in Farmington was recommended. Clerk will contact soon to be those repairs done.
- Website has updated election information. Absentee ballot form has changed slightly, and online voter registration link has been added.

Russ Zellmer has been contacted by the committee for the new Farmington Veteran's Memorial and was asked to share that they are still seeking contributions. He will provide information to the Clerk so we can add a link to the township website for those who are interested.

Mark Henry, Road Maintenance Contractor, inquired if the Township had been reimbursed by City of Farmington for roads maintenance on 225th St. Clerk will investigate.

Dave Nicolai made a motion and Sandy Weber seconded to adjourn. 5 ayes. Motion carried.

Meeting adjourned at 8:20 p.m.

Respectfully Submitted,
Barbara M. Lang, Clerk

Attest: Drea Doffing, Chair of Board of Supervisors