

**CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
September 14, 2015 @ 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, September 14, 2015 at 7:00 p.m. Present were Sandy Weber, Chair; Russ Zellmer, Vice-Chair; Jeff Partington, and Jon Juenke, Supervisors; Barbara Lang, Clerk; and Rhonda Rademacher, Treasurer. Supervisor Dave Nicolai was not present. Also in attendance were Janie Tutewohl, Mark Henry, Russ Head, and Margarete Lucht.

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 Russ Zellmer seconded to approve the agenda. 4 ayes. Motion carried.

CONSENT AGENDA REVIEW/APPROVE

1. August 10, 2105 Board of Supervisors Meeting Minutes

Jeff Partington made a motion and Jon Juenke seconded to approve the Consent Agenda. 4 ayes. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE – None

PUBLIC COMMENT - None

ROAD REPORT

- Culvert project update on Danville Ave

Work was substantially completed on August 31. Mark Henry will clean up some minor wash and will do a little more ditch clean-up on the southeast side of the culvert. Rip rap will be put down to secure the soil until vegetation is re-established.

- Milling and re-paving on Alverno Ave

Work is on the County's schedule to be done this week.

- Dustproofing touch-up

Mark has done some late summer re-shaping and dustproofing touch-up on 232nd St, 225th St and Annette Ave. He will continue to work on blading road edges that have grown in in some areas over the summer.

- Ditch mowing and brush trimming

The majority has been complete. Top swath and touch-up in a few areas are in progress.

- Sign update

Mark has continued to work on upgrading signs to meet current compliance. Ten more have been done this past month.

- Mark Henry stated that the culvert on 230th St west of Biscayne Ave is failing and needs to be replaced before it becomes a significant problem.

Russ Zellmer made a motion and Jon Juenke seconded to proceed with the necessary work to replace this culvert. 4 ayes. Motion carried.

PLANNING COMMISSION UPDATE

At the August 24, 2015 Planning Commission the following item was reviewed:

- Parcel Split Application, 1481 240th St W, Orren and Margarete Lucht

The owners want to split the property into two parcels, the portion with the residential buildings will be a 5 acre parcel, and the second parcel will include the airstrip, hanger, and balance of the property, approx. 55 acres. This parcel split was recommended for approval by the Board of Supervisors.

REVIEW / APPROVE

- Parcel Split Application and Resolution 2015-06, 1481 240th St W, Orren and Margarete Lucht Application and surveys were reviewed. Setbacks around a portion of Parcel B do not comply with our Zoning Ordinances. Property owners will have updated surveys prepared with the correct setbacks. Clerk was instructed to update Resolution 2015-06 once the corrected surveys are received.

Jon Juenke made a motion and Russ Zellmer seconded to approve the Parcel Split and Resolution 2015-06 contingent on corrected surveys and legal descriptions of both parcels. 4 ayes. Motion carried.

COMMITTEE REPORTS

- Park Report – Clerk Barbara Lang reported on behalf of Dave Nicolai that he had checked into using sterilant spray on the field and was advised that it is not recommended for sports areas where children could be playing. There was discussion that the usual spraying will be done next year, and the field will be dragged on a more regular basis to help keep down weeds.

Barbara Lang also reported that the new trash and recycle bins purchased for the park by Dakota County will be arriving soon and asked if they should just be stored over the winter and placed at the park next spring to avoid a little bit of weathering. It was decided that they will be stored at the town hall over the winter and put into use at the park next spring.

- Orderly Annexation Agreement (OAA) with City of Farmington. Supervisors have reviewed the draft that has been prepared by Troy Gilchrist, the Township Attorney.

Russ Zellmer made a motion and Jon Juenke seconded to send a copy of the draft to the City of Farmington for their review. 4 ayes. Motion carried.

- CEEF – Jeff Partington noted that he has attended the last two meetings for the organization and questioned if it was worthwhile to continue to attend these meetings, as the majority of activities are focused in the City of Farmington and Empire Township. He was asked if Castle Rock Township intended to make an annual contribution. It was discussed that the annual donation will be included in the budget, but it is not necessary for him to attend the meetings unless there is something more relevant to the township.

UNFINISHED BUSINESS

- Alverno Ave Nike Site

Demo permit was issued, site has been inspected, but Building Inspector is still waiting for a copy of the MPCA forms that need to be submitted to the State of Minnesota. Clerk was instructed to have the building inspector enforce getting those forms completed and making sure the township has a copy on file.

- Vacant House at corner of Delft Ave and County Rd 86.

MNSPECT sent a letter to the owners to make arrangements for the house to be inspected for safety, but have not had a response yet. Clerk was instructed to ask MNSPECT to send a second notice and then possibly proceed with contacting the Sheriff to gain access if necessary.

- Review of letter to Joe Auge at Farmers Mill and Elevator regarding final adjustment of building permit fees.

Letter was prepared by the Clerk and reviewed by the Township Attorney, Adam Dowd. It was reviewed by the Supervisors and Clerk has been instructed to send the letter. Refund check has been prepared and will be released once the Township receives a signed acknowledgement from Farmers Mill and Elevator that this is the final review and settlement of the building permit fees. Township letter indicates acknowledgement must be received by September 25.

- Update on Ordinance Amendment for Solar

Dakota County held a public hearing on August 25, 2015 regarding a draft Ordinance to establish a temporary moratorium on new solar energy systems in shoreland and floodplain areas. The Ordinance was ratified and a one-year moratorium is in place for any new solar installation in those areas. One of the two sites within our Township that are intending to construct solar is in a floodplain parcel. Clerk has contacted both vendors involved, who have confirmed they are proceeding with the applications for an Ordinance Amendment. Escrow money is expected within the next week or so. Clerk was previously instructed to proceed with contacting Dean Johnson, Township Planner, and Troy Gilchrist, Township Attorney, once the escrow funds have been in place so draft language for an Ordinance Amendment can be prepared.

NEW BUSINESS

- Joint Powers Agreement with Dakota County Sheriff for Ordinance Enforcement Services

Jeff Partington made a motion and Russ Zellmer seconded for the Clerk to notify the Dakota County Sheriff's office to proceed with preparing the JPA based on the information provided. 4 ayes. Motion carried.

- Waste tire collection

Dakota County has up to \$7,000 in funding available for the township to have a tire recycling day. Clerk Barbara Lang indicated that Mark Henry is willing to be on hand for this on either October 4th or 31st, but needs a couple other people to help. Jeff Partington and Russ Zellmer volunteered to assist and October 31st was the date chosen. Clerk will contact Dakota County to get further instructions to get this program set up.

TREASURER'S REPORT

- Rhonda Rademacher, Treasurer, noted that the paperwork had been completed and sent to Dakota County for the 2016 Levy updates.

Receipts	\$ 50,803.78
Cash Control	Not available due to CTAS conversion
Current Investments	\$ 826,640.80

Russ Zellmer made a motion and Jon Juenke seconded to accept the Treasurer Report. 4 ayes. Motion carried.

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 1,879.45 Claim # 8428 – 8429

Claims: \$ 17,943.94 Claim # 8430 - 8448

Total: \$ 19,823.39

Russ Zellmer made a motion and Jeff Partington seconded to approve Payroll and Claims. 4 ayes. Motion carried.

CLERKS REPORT

- Clerk asked for authorization to proceed with installing the handrail outside the east building door out to the parking lot. Crest Exteriors has given us an estimate of \$2,310, which includes moving existing rock, installing a second row of 2' x 2' aggregate pavers, and installing a 24" high metal railing from the building to the curb. This will make it much safer when this area is used as an exit during elections. Money for this project was included in this year's budget, so she should proceed with the arrangements to get this done.
- Matt Mering will be holding a land auction at the Town Hall on Tuesday, September 29 from 9:30 to 11 am.
- Reminder was given to all supervisors that the Dakota County Association of Township Officers will hold its Fall 2015 meeting on Tuesday, September 29, 2015 at 7 pm.
- St. Michael's Church in Farmington is doing Adopt-a-Highway cleanup along Hwy 50 on October 10th and will be using the parking lot at Countryside Park again.

Jeff Partington made a motion and Jon Juenke seconded to adjourn. 4 ayes. Motion carried.

Meeting adjourned at 7:58 p.m.

Respectfully Submitted,

Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors