

STILLWATER TOWN BOARD MEETING

April 26, 2007

Town Hall

7:00 P.M.

PRESENT: Chairperson Linda Countryman, Supervisors Jim Doriott, Jim Hiniker, David Johnson and Sheila Marie Untiedt. Also, Treasurer Gloria Sell, Attorney Soren Mattick, Engineer Paul Pearson, Chief of Police Steve Nelson and Kathy Schmoeckel Park and Planning Commission Clerk.

1. AGENDA — M/S/P Hiniker/Johnson moved to adopt the agenda as amended: Soren Mattick would like to add #6 to the Attorney portion regarding fees for his tasks. Linda Countryman would like to add #5 to the Engineer portion regarding two sign issues in the township. Sheila-Marie Untiedt would like to add an item under the clerk portion re: David and Jon Francis. Linda Countryman would like to add an item about Dana Jackson and food production. (5 ayes)
2. MINUTES — M/S/P Hiniker/Doriott moved to approve the 4/12/07 Stillwater Town Board Meeting minutes as amended [the vote under MINUTES should read "3 ayes, Countryman abstain"] (4 ayes, Untiedt abstain)
3. TREASURER-
 1. Claims were reviewed and checks #18174 - #18186 were approved for payment.
 2. The Board of Audit Statement was signed by the Chair.
 3. The building permit fee will be returned for the house on 119th Street per the recommendation of Jack Kramer.
 4. The check for \$3,000 for the Withrow School project will be held until an agreement can be drawn up stating that the community can use their equipment. The attorney will draw up the agreement to show the purpose of the money (as a public purpose) and Jim Doriott will check with Withrow School.
 5. League of Cities-Ins. Renewal — the material was mailed today according to Gloria Sell.
4. ATTORNEY
 1. Dock Ordinance — Attorney Soren Mattick had sent our copies to about 125 residents and had received no comments, Referring to Ordinance, section 5.b should be changed to "No dock shall exceed six feet maximum width *for* walkway surface." Additionally, the second sentence of 5.b. should be changed to "No dock shall exceed 50 feet in length unless more is required to reach 4 feet of water." The final draft will be discussed at the next meeting. In the meantime, it will be posted on the website.
 2. Palmer subdivision review — The deeds had been recorded at the County, but with the wrong legal description.
M/S/P Johnson/Untiedt moved to authorize Mr. Palmer (who was present at the meeting) to do a lot line adjustment provided it conforms to all existing zoning,

the attorney and planner confirm it conforms and Chairperson Linda Countryman is authorized to stamp and sign the documents on Monday, April 30 at 7:00pm, prior to the May 2 closing date and the attorney is authorized to prepare a fee invoice without the application. (5 ayes)

3. Park Ordinance Review — it will go to the Park Committee
 4. Would like to handle the Bruette case along with Meinecke/Gannon situations.
 5. Meinecke/Gannon Boat situation - The attorney would like to handle this (and the Bruette case) together. Soren states that the quickest way is to charge criminally. Soren is to send a letter to other attorneys giving them until May 25 to have the boats removed.
 6. Assign tasks to County Attorney — M/S/P Untiedt/Hiniker moved to authorize the attorney to contact the County Attorney's office to negotiate with them to handle this dog case and other future minor township violations for a fee not to exceed what our township attorney would receive. (5 ayes)
5. ENGINEER
1. 94th Street Culvert issue — Permits are needed from the Watershed District and DNR. They have been submitted. A 24" culvert has been approved. Grant fund money is not tied into this culvert, therefore the installation timing is not critical.
 2. Victory Pass — He had visited the site and checked on the landscape work. Transplanting had been done, but new plantings have not been done. He reviewed the costs outlined in his letter dated April 26, 2007. M/S/P Johnson/Untiedt subject to the April 26, 2007 letter from Engineer Paul Pearson moved to authorize the reduction of the letter of credit from \$431,500 to \$279,550, and subject to the acquisition of cash escrow in the amount of \$26,150. The board indicated the cash escrow in the amount of \$19,150 for the 116th Street extension can be included as a part of the letter of credit in lieu of cash. Therefore, the total required letter of credit is \$298,700 and the total cash escrow required is \$7,000. (5 ayes)
 3. Palmer grading permit — Mr. Palmer is aware of what needs to be done.
 4. Cost of living adjustment — Pearson reports that MFRA seeks an increase of 0%-3%, and they intend to adjust this on the May 1st invoice.
 5. Signs — There was a discussion of the possibility of "Welcome to Stillwater Township" signs. New signs for Oakhill have been ordered.
 6. 100th Street Trail — M/S/P Doriott/Hiniker moved to authorize the Engineer to set the wheels in motion for a trail along 100th Street by Otchipwe Prairie. (5 ayes)
6. PEOPLE PORTION
1. Water Ski Permit — Chief of Police Steve Nelson reported that he had received no complaints. M/S/P Untiedt/Doriott moved to authorize the chair to sign the water ski permit for Mary Parcheta for 2007. (5 ayes)
 2. Water Extension to Millbrook — Assistant engineer Tory Kraftson of the City of Stillwater was present. He distributed maps regarding a water and sewer

extension project, gave an update that they will be authorizing the bids on Tuesday May 1st and answered questions.

- 3. Bruette Situation — Neighbors Jackie and Dave Roettger were present to explain that they are in the process of selling their house and have been told that interested parties were unhappy with the junk in the neighborhood. Steve Nelson reported that nothing had been moved since his last check. He was not encouraged that this will get done. Bruette has until May 10 to complete the clean up. At the next meeting the discussion will be to consider if he gets to keep his operations. A fence will not exempt Bruette from the cleaning requirements. Jackie and Dave Roettger were assured by Steve Nelson and board that they will keep on this issue until it is resolved, and they can be sure to inform the interested parties of this as well.

7. PARK COMMITTEE - No reports

8. PLANNING COMMISSION - CITY OF STILLWATER COMPREHENSIVE PLAN - David Johnson reported on the process the city will use to update their plan.

9. CLERK
Jon Francis Update — Sheila Marie reported that David Francis will be holding a fundraiser on May 19 at Ascension Church to find and bury Jon. They will also put this towards survival education and packets.

10. OLD BUSINESS

11. NEW BUSINESS
MINNESOTA ASSOCIATION OF TOWNSHIPS NEWSLETTER - Linda Countryman had contacted them about an article on Dana Jackson’s presentation re: local food production. Additionally, Linda distributed brochure booklets regarding a free workshop focusing on the topic of "Preparing Your Community For The Future."

12. ADJOURNMENT The meeting adjourned at 9:30 p.m.

Clerk_____

Chairperson_____

Approved_____