

STILLWATER TOWN BOARD MEETING

May 14, 2009

Town Hall

7:00 P.M.

PRESENT: Chairperson Sheila-Marie Untiedt, Supervisors Linda Countryman, David Johnson and Matthew Beane, Stillwater Township Clerk Pat Bantli, Deputy Clerk Kathy Schmoeckel, Attorney Soren Mattick, Planner Sherri Buss, Treasurer Carol Collins, Chief of Police Steve Nelson and Park Manager Rick Jacobson.

1. AGENDA - M/S/P Johnson/Beane moved to adopt the agenda as amended.
(4 ayes)
2. MINUTES - Countryman/Johnson moved to approve the 4/23/09 Stillwater Town Board Meeting minutes as written. (4 ayes)
3. TREASURER -
 - a) Report given. Snowplowing is over for the year.
 - b) Claims and Checks #19115 through #19135 were approved for payment.
 - c) Financials for Web - Carol Collins distributed detailed copies of the budget figures for the website. There is a note that further detail can be e-mailed to interested parties.
 - d) Levy Calculation - The Washington County spreadsheet said that there was about \$5,000 in unpaid taxes. We will recover that money when the properties become current.
 - e) Recycling Grant - The recycling grant was reviewed along with upcoming projects.

M/S/P Johnson/Beane moved approval of the Municipal Recycling Grant Application (4 ayes)
4. CLERK -
 - a) Update Postal Situation - Clerk Pat Bantli reported that it is coming along well. The official zip code has been assigned as 55082-9660. The Post Office Box expires at the end of June.
 - b) Raleighs will be invited to attend the next Town Board meeting to discuss upcoming projects.
5. ATTORNEY -
 - a) Update Waste Hauling - Notices have been prepared for the public hearing and they will be mailed out to the waste haulers. The process was reviewed. The public hearing will be June 11 at 8:00 p.m. Attorney Soren Mattick suggested going into the process with a plan. Special meetings may be needed.
 - b) Otchipwe Trails Tax Forfeit Property - David Johnson was contacted by the

president of the homeowners' association and they agree with the concept of having the Township involved with the initial acquisition of this property and then a seamless transfer to them. David Johnson encouraged them to act in a timely manner.

6. PLANNER -

- a) Comprehensive Plan - Metropolitan Council approved our plan on April 22. Copies of the plan will be available on the website.

M/S/P Countryman/Beane moved to approve the resolution adopting the Stillwater Township 2030 Comprehensive Plan. (4 ayes)

- b) Comprehensive Plan Implementation - The Planning Commission had prioritized items for implementation and the park items have been forwarded to the Park Committee.
- c) Howard Accessory Structure - Mark and Carlene Howard have requested a Certificate of Compliance for an accessory structure to be placed between the house and the road.

M/S/P Johnson/Countryman moved to approve the Certificate of Compliance with the conditions identified in the Planner's Memorandum dated May 7, 2009 with the additional condition of requiring maintenance of screening. (4 ayes)

- d) Reconstruction of County Road 15 N of 12 to Hwy 96 - Sherri Buss will write a letter of support.
- e) Planning Commission Meetings - With little activity anticipated in the upcoming months, educational speakers on topics such as open space should be arranged. A field trip is another possibility.

7. CHIEF OF POLICE -

- a) Report given. The burning ban is now off. Two dogs were impounded and the fees were paid.
- b) Orwell Court Trash Complaint - There had been a complaint about trash in the parking area for Fairy Falls. Chief Nelson has checked the area numerous times and seen some trash but nothing excessive. He will check with other neighbors to see if they can help with trash pickup and ask them if they feel things are going alright.
- c) Little Carnelian Buckthorn - Washington Conservation District has four buckthorn pullers which they have reserved for us for this project. Raleighs will be doing chipping. Valley Green has a commercial version of the chemicals. We will start with three containers and we can get more if needed. This project has been posted on the website and the neighbors will be notified by mail two to three weeks ahead of time. Mr. Wick was present in the audience and he recommended using Garlon. He will discuss this further with Chief Nelson.
- d) Old Radios - Steve Nelson is still trying to get together with the person interested in buying them. Otherwise they may be sold on ebay.

- e) Large Dirt Pile at Hwy 96 and Manning Ave - Chief Nelson has received two calls from residents about dust. David Johnson will check with the city. The Watershed District may also be interested in enforcement.
 - f) Yellow Ribbon Project - We will see if we hear further from them with specific direction.
 - g) Stillwater Marathon - The route was reviewed. Steve Nelson will be available to lend assistance.
8. WICK BUILDING PERMIT - The Wicks are asking for a variance to build an accessory building before their house. They have talked to the neighbors and had letters of support and also a letter from the covenant committee. He has not received one negative statement. The issue is what basis there would be to grant a variance. The County has done this when it is tied to a building permit. We could consider giving them a time limit with an escrow or letter of credit in case demolition of the building would be required if they do not perform as required. Sherri Buss will send the Wicks the application for variance.
9. ENGINEER -
- a) Otta Seal Quotes - Four contractors had requested plans and specification for the project on 90th Street and Engineer Pearson received quotes from Allied Blacktop and from Asphalt Surface Tech. He gave comparable cost figures for an asphalt road. There was discussion of checking whether the contractors have considered that Raleighs have class 5 available within a couple of miles of the project. Engineer informed Board that Raleigh Trucking was provided a copy of the plan holders list.

M/S/P Johnson/Countryman moved to authorize the Engineer to negotiate with the two contractors for re quoting the project and to authorize the Engineer to accept a quote of \$12,500 or less with preference given to the lowest quote.
(4 ayes)
 - b) Grading Permit Application Process - Paul Pearson had discussed this with Dennis O'Donnell. The Township has no application for a grading permit even though one is required. The County has been handling them. The Planner and Engineer feel there is some merit in having the Township review grading plans. Our ordinance will be written such that the Township will be copied on any grading permit that the County processes and we would have the opportunity to comment and be compensated if there are costs involved.
 - c) Stockpile at Hwy 36 and Manning Ave - Paul Pearson had made a site visit and there was no erosion control. He checked with Brown's Creek Watershed who sent an inspector and they contacted the owner. The owner should be required to put up a silt fence and stabilization. The owner will also need a grading or land alteration permit from the County.
 - d) Seal Coat Update - Paul Pearson reviewed the seal coat work that is planned for August. He had scheduled the Town Hall parking lot but it has just been striped. We will wait until next year to seal coat the parking lot.

- e) Bituminous Overlay - M/S/P Countryman/Beane moved to order plans and specification for bituminous overlay construction. (4 ayes) Paul Pearson will look at projects scheduled for next year to see if they can be included this year and ask for alternate bid to include overlay work scheduled for 2010. Hopefully, the Township can save some money if the bituminous unit price is reduced due to a reduction in oil price per barrel in 2009.
- f) Comcast Usury Fee - A resident had been told by Comcast that the Township charges a fee. We are not aware of this.

10. PARK COMMITTEE -

- a) Trail at 110th St and Arcola Trail - David and Kathy McKenzie are looking for the Township to designate a trail. Attorney Mattick will check on what type of easement is on the Laabs' property and on the McKenzie's property.
- b) Park Shelter - Johnny Johnson will not be reimbursed by the vendor for the work being done on the shelter. If we were to help out with the cost, they would need to send us an invoice. Sheila-Marie Untiedt will talk to Jim Doriott about the issue.
- c) Township Picnic - M/S/P Johnson/Beane moved to authorize the expenditure not to exceed \$1,000 for expenses related to the Township picnic to be held in August 2009. (4 ayes) There was discussion as to whether we need a waiver to display old tractors, cars, etc.
- d) New Signs - Will be made for Little Carnelian Park. We could also check with the company that did the new signs for the website by the town hall.
- e) Satellite at Otto Berg Park - Something for hand cleaning should be available especially for the Township picnic. Rick Jacobson will see if he can get something.
- f) Job Duties for Park Manager - There was discussion of who is responsible for work done at the town hall. Bob Ranalla will be invited to the next meeting to discuss.

11. PALMER PROPERTY - David Johnson had been contacted by Mike O'Brien regarding the Palmer property at Hwy 96 and Manning Avenue. Mr. O'Brien had been contacted by a dermatologist who had an interest in purchasing the property for an office facility for themselves. The couple may be invited to a future meeting to discuss the concept.

12. ADJOURNMENT - The meeting was adjourned at 10:15 p.m.

Clerk_____

Chairperson_____

Approved_____