

STILLWATER TOWN BOARD MEETING

July 9, 2009

Town Hall

7:00 P.M.

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

1. AGENDA - M/S/P Johnson/Hiniker moved to adopt the agenda as amended. (4 ayes)
2. MINUTES - M/S/P Untiedt/Hiniker moved to approve the 6/25/09 Stillwater Town Board Meeting minutes as written. (4 ayes)
3. TREASURER -
 - a) There is no report since the bank statement has not yet been received. Treasurer Carol Collins suggested moving the monthly report to the second meeting in the month.
 - b) New claim forms were reviewed which comply with IRS guidelines. Which transportation expenses are reimbursed was reviewed. The consensus was to use the new forms.
 - c) The following claims and checks were approved for payment.

19178	Billie P. Bantli	\$ 1,139.07
19179	Matthew R. Beane	296.99
19180	Carol L. Collins	437.40
19181	Kathleen Nelson	514.99
19182	Stephen Nelson	1,089.73
19183	Kathryn Schmoeckel	447.64
19184	Billie P. Bantli	273.23
19185	Campbell, Knutson	2,200.03
19186	Carol L. Collins	61.99
19187	Richard Jacobson	117.20
19188	Kathleen Nelson	27.05
19189	Stephen Nelson	785.00
19190	Kathryn Schmoeckel	83.25
19191	St. Paul Stamps	14.11
19192	Washington Co.	13,923.00
19193	On Site Sanitation	317.38
90013	IRS	717.74
90014	PERA	381.10
90015	MN Dept of Revenue	46.27

4. CLERK - The postal changes are going well.
5. ATTORNEY -
 - a) Variance Training - A training session dealing with variances, especially how to evaluate hardships would be useful for the Town Board. Soren Mattick will provide training at a future meeting.
 - b) Organized Hauling - Soren Mattick has received some calls inquiring how things stand. Doug Carnival has requested that if this issue comes up again, he would like to be advised. At this time, the vote to go forward failed and there will be no further discussion. If the issue arises in the future, we will start the process again from the beginning. Sheila-Marie Untiedt will notify Bob Ranalla about the status of the issue for posting on the web. The vote from last meeting's minutes will be posted on the bulletin board outside the town hall. Haulers will be asked to come in for their annual license renewal to discuss some of the issues the public has brought up.
 - c) Annual Liability Contract Waiver - Soren Mattick advised that there is no advantage to the Township for a waiver.

M/S/P Untiedt/Hiniker moved to authorize the chair to sign the liability coverage letter indicating that we are not waiving. (4 ayes)

6. PLANNER -
 - a) Upcoming Planning Commission items - As part of the Planning Commission's education, a guest speaker will be at their August meeting to discuss strategies for preserving park land and Metropolitan Council policy changes. In September, there will be two speakers to discuss aggregate mining issues.
 - b) Bergmann - Sherri Buss had talked to the City of Stillwater about this issue and they believe that the best approach would be for Bergmann to apply for a Conditional Use Permit from the Township. The public hearing will be at the Joint Board level and the City will be involved in determining the conditions for the CUP. David Johnson has talked to Paul Bergmann about the process. Sherri Buss will send him the application materials. She will also check how many buildings are on the property and if they were all permitted. The zoning there is not retail and a CUP should be worded such that it does not develop a precedent for retail.
 - c) Wind Energy System - Sherri Buss expects to receive an application for this.
 - d) Grading Permit - A berm is planned at Richard Schubert's property. Sherri Buss will notify the County that the Township would like to be copied on the application.
7. OTCHIPWE TRAILS - Soren Mattick has informed the Homeowners' Association's attorney that time is of the essence for this tax forfeited parcel. He is still waiting to hear back from them. The ball is in their court.
8. CHIEF OF POLICE -
 - a) Report given. There were 13 burning permits and two dogs were impounded and fees paid.

- b) Mendel Road Memorial - Steve Nelson checked on this after the last meeting. The tree has been taken down. He suggested allowing the memorial to be left for another month or so and then taken down because of public safety concerns. Pat Raleigh knows the family and offered to talk to them.
- c) Old Radios - They are on ebay for a few more days with bids of \$56 and \$30.
- d) Canine Demonstration - The canine unit may not be able to come to our picnic since on that day the County does not have a canine unit on duty.
- e) Carnelian Park Buckthorn - Jeff Wick had been asked to look at the buckthorn and he gave an estimate of \$2,200 for doing the work using Garlon which is more effective than Roundup, but requires a license to apply. Steve Nelson had also checked with Jyneen Thatcher about what chemicals are most effective. The consensus of the Board was to use Roundup and Sentence to Serve.
- f) Hunting Regulations - The regulations were reviewed and they will be posted on the web.

9. ENGINEER -

- a) Road Maintenance Contract - The contract with Raleigh expires in September. The following issues for the new contract and specifications were discussed.
 - ? Bids should be made for two years with an alternate bid for a three year contract.
 - ? The ad for the bid will be advertised in the Stillwater Gazette.
 - ? Under general information and requirements, there is a condition that snowplowing and salt/sand equipment used for the road maintenance contract work shall be stored within a 5 mile radius of the town hall. That will be changed to "within 15 miles of any Township border."
 - ? The quantity of hours will be left as they are. They are an estimate based on historical records.
 - ? There was a discussion of the volatility of fuel costs and if there would be any way to write it into the specification to allow for an adjustment in the hourly equipment rate for fluctuating fuel prices. It was discussed that this may not be feasible.

M/S/P Untiedt/Hiniker moved to authorize the Engineer to advertise in the Stillwater Gazette our Maintenance Contract for two years with a three year option. (4 ayes)

- b) Drainage at 10460 Mendel Road - The property owner (Gerald Nelson) had heard about the culvert repair in the area and he told Paul Pearson that there was no cross culvert under the road and there were a couple of low areas and in heavy rainstorms and heavy snow melt, water has overflowed the road. Paul Pearson did an analysis to determine that a 6 inch 100 year rain event would not result in water on the road. The analysis indicated a 10 day-100 year snow melt event would overflow the road. If a culvert is installed, there is concern about changes in the way water flows and the possible liability to the Township. Also, the Watershed would need to be involved. The consensus of the Board was that the expense of a culvert is not warranted. Barricades could be placed during spring thaw, if needed. Paul Pearson will send a letter to Mr. Nelson.

- c) Overlay Contract - M/S/P Untiedt/Hiniker moved to authorize the chair to sign the overlay contract for 2009 subject to Paul Pearson obtaining the revised insurance certificate from the contractor. (4 ayes)
- d) Otta Seal Performance Bond - Allied will provide a letter in lieu of bond. Rick Jacobson reported that there is a significant ledge between the road the shoulder on 90th Street which makes it difficult for off road parking. Engineer indicated Raleigh will be adding topsoil along this ledge.

10. FARMERS' MARKET - Park Manager Rick Jacobson reported that there is currently a full roster. He had a diagram of the vendors and their location in the market. If the Park Committee decides to send out a card about the Township picnic, there can also be a mention of the Farmers' Market on it. Hours have been changed from 3:00 to 8:00 to 3:00 to 7:00 with the option that vendors can stay longer if they choose.

11. COMMUNICATION COMMITTEE - The road maintenance schedule will be posted. There can be a link to agricultural grant money that is available. At the next meeting, the Committee will look at the web design.

12. 6TH CONGRESSIONAL DISTRICT MAYORS' MEETING - Sheila-Marie Untiedt had received a letter from the City of Ramsey regarding a meeting with our congressional representative on a quarterly basis. She will respond that we are not interested in discussions at a federal level but to thank them for their interest.

13. NEXT MEETING - The next Town Board meeting will be cancelled if no significant agenda items arise.

14. ADJOURNMENT - The meeting was adjourned at 9:50 p.m.

Clerk_____

Chairperson_____

Approved_____