

CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS REGULAR MEETING
January 13, 2020

Approved

The regular monthly meeting of the Board of Supervisors of Castle Rock Township was convened at the Castle Rock Town Hall on Monday, January 13, 2020 at 7:00 p.m. Present were Kelly Elvestad, Chair; Sandy Weber, Vice-Chair; Jon Juenke and Jeff Partington, Supervisors; and Barbara Lang, Clerk and Rhonda Rademacher, Treasurer. Supervisor Dave Nicolai was not present. Also in attendance were Matt Parent, Todd Howard, Mike Slavik, Mark Henry, Becky & Alan Gildner, and Keith Jaeckels.

Chair Kelly Elvestad called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited.

APPROVE AGENDA

Jeff Partington made a motion and Sandy Weber seconded to approve the agenda. 4 ayes. Motion carried.

DAKOTA COUNTY SHERIFF UPDATE - None

PRESENTATION BY DAKOTA COUNTY TRANSPORTATION DEPARTMENT

Matt Parent, Project Manager for the County Road 78 project, was present and provided an updated map with further detail for the turnback areas. It was asked if the curve at the intersection of Alverno Ave and 245th St would be re-installed when the road re-alignment is done.

Sandy Weber made a motion and Jeff Partington seconded that as long as there are no safety issues found by Dakota County, the intersection at Alverno Ave and 245th Street be changed from a "T" to a curve. 4 ayes. Motion carried.

Mr. Parent also indicated that the total turnback area for this project is expected to be 410 linear feet. He requested that the Board authorize the County to prepare the necessary paperwork for this turnback process.

Sandy Weber made a motion and Jon Juenke seconded for the County to proceed with the paperwork for the turnback area. 4 ayes. Motion carried.

CONSENT AGENDA REVIEW/APPROVE

1. December 9, 2019 Board of Supervisors Regular Meeting Minutes
2. December 23, 2019 Board of Supervisors Special Meeting Minutes

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

PUBLIC COMMENT

- Commissioner Slavik was present and was just checking in to make sure things are OK in our area.
- Jon Juenke recused himself from the Board meeting table and provided copies of the following information: meeting minutes from February 12, 2018 which included discussion of adding Clustering to RR-1 Rural Residential District, and he also provided copies of the updated zoning map showing that the Met Council has authorized possible rezoning to RR-1 in an area along Highway 50 in between the existing residential developments with RR-1 zoning, copies of a map showing the property he owns within this area, and copies of an e-mail dated January 8, 2018 from Dean Johnson, the previous town planner regarding Rural Residential maps and zoning amendments. Mr. Juenke wanted to make sure the township is planning to proceed with checking into this now that the Comp Plan has been updated. The township will proceed with getting guidance on amending the Ordinance and what steps need to be taken for the township to authorize the rezoning and any other Ordinance Amendments that will be required.
- Keith Jaeckels was present and stated that he has heard complaints in his neighborhood that he has poured concrete floors in his ag building and that it shouldn't be allowed. He was assured that he is allowed to do this in his building.

PLANNING COMMISSION UPDATE

Supervisor Partington gave the following report: The monthly Planning Commission meeting was held on December 16, 2019. The following items were reviewed/discussed:

- Resident Tom Harstad was present and requested that his property in Section 2 in the NW and SW quarter-quarter sections be reviewed to determine if they are to be buildable areas. The updated maps were available since Alex Conzemius, Bolton & Menk, was in attendance for his presentation. Mr. Harstad is in the process of applying for a Conservation Easement for a portion of his land in this area. It was confirmed that there are buildable rights on both pieces, which he needed to have confirmation for to the County as part of his application process.

- Alex Conzemius, town planner from Bolton & Menk, was in attendance to give his presentation of the draft maps and buildable inventory report. Please refer to notes in the meeting minutes for further information.
- Also please note that he will be making a presentation to the Board of Supervisors on this report at the February 10 Board of Supervisors meeting, and all Supervisors were provided with an information packet that they should review and bring along to the February meeting.

REVIEW / APPROVE

- Randolph-Hampton Fire Department Agreement for 2020-2022

Jon Juenke made a motion and Sandy Weber seconded to approve the agreement. 4 ayes. Motion carried.

- March 2020 Election Judge list

Jeff Partington made a motion and Jon Juenke seconded to approve the authorized election judge list for the upcoming March elections, which include the Presidential Nomination Primary and the Township elections. 4 ayes. Motion carried.

COMMITTEE REPORTS

- Fire Department Contract Updates – Supervisor Dave Nicolai was not present. Clerk Lang will contact the Farmington Fire Department to inquire about the updated agreement so the township can act on it next month.

UNFINISHED BUSINESS

- Update on new front door project

Rhonda Rademacher, Treasurer, indicated that all the work is now done. New door is in, lock box is in place, the foyer walls have been trimmed out, drywall has been repaired and all received a new coat of paint, and the new flooring has been installed. Rhonda was thanked for coordinating this project.

- Update on LKQ

Response from LKQ was not received until January 10. A preliminary review by the town engineer indicates that there are multiple issues with incorrect calculations given in the response. The town attorney has concerns that the response was not prepared by legal counsel of LKQ, the letter received was prepared by the Environmental Compliance Manager from LKQ. Chair Elvestad suggested that we might consider having a special meeting to have further discussion with the town attorney and the town engineer. Since a special meeting is already scheduled for January 27, we will add this as a topic to be discussed at that time.

Sandy Weber made a motion and Jon Juenke seconded to add this topic to the Special Meeting Agenda for January 27 and set the meeting time to begin at 5:30 pm. 4 ayes. Motion carried.

Clerk will prepare the proper notices to be posted for the Special Meeting.

- Follow-up on complaint for 2465 225th S

As requested, Clerk obtained a written explanation from Brian Watson from Soil & Water. There is no violation of our Ordinance and this does not meet any criteria for land disturbance since it is such a small area in question. Clerk was instructed to send a cover letter to the resident along with a copy of Mr. Watson's explanation and a suggestion that perhaps they might want to develop a water garden to mitigate some of the extra moisture.

- Follow-up on complaint for 22280 Berring Ave

Clerk indicated that there has been no response as of 1/10/20 to letter sent in late December. If there is still no response by the February BOS meeting, the next step will be to have the Building Inspector go to the property to evaluate any violations.

- Follow-up on Dog at Large Ordinance section

Resident Jerry Larson was in attendance again. He feels strongly that the township should consider changing this provision in the Zoning Ordinance to be a petty misdemeanor so it would be a lower fine. Chair Elvestad indicated that she thinks the Township should consider designating these violations as petty misdemeanors rather than the current default of a misdemeanor with a large fine. Chair Elvestad asked for this topic to be included on the agenda for the Annual Town Meeting to see what the community's thoughts are on this topic. If the Ordinances are changed, the township will also need to look into modifying the Joint Powers Agreement with the Dakota County Sheriff's Department.

NEW BUSINESS

- Set date for Annual Budget and Audit Meeting

There was discussion about the date for this meeting, and it was designated to be on Tuesday, February 4, 2020 beginning at 6 pm.

- Interim Use Permit Application received from Leroy Jacobson for auto repair/ag machinery repair shop at 3000 245th St.

Board of Supervisors authorized setting a Public Hearing to begin at 6:45 pm on January 27, 2020.
Sandy Weber made a motion and Jeff Partington seconded to set the Public Hearing date as listed above. 4 ayes. Motion carried.

- Discussion of candidates interviewed for Clerk/Administrative Assistant Position
Chair Elvestad indicated that there was one additional candidate who couldn't attend the earlier Special Meeting tonight. She will be invited to attend the second round of interviews at the Special Meeting on January 27. There was discussion about the candidates who had been interviewed at the Special Meeting earlier. The three who will be invited back are Jo Odell, Cindy Taintor, and Michelle St. Mary. The Special Meeting on January 27 will begin at 5:30, so there will be time to include both topics authorized to be discussed at the meeting.

ROAD REPORT

Mark Henry was present and reported on the ice and rain event on Saturday, December 28. He noted that the Minnesota Department of Transportation had issued a "Do Not Travel" warning for that day. He did not treat the roads until the following day, as most of the gravel roads were glare ice and he had concerns about damaging equipment if he had been out on the ice.

TREASURER'S REPORT

Receipts	\$ 135,814.23
Current Investments	\$ 896,970.99

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

REVIEW PAYROLL AND CLAIMS

Payroll: \$ 3,123.70	Claim # 9698 – 9707
Claims: \$ 33,281.90	Claim # 9708 - 9728
Total: \$ 36,405.60	

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

CLERKS REPORT

- Clerk reminded those present that Filings for Supervisor C close tomorrow at 5 pm. State Law requires that the office be open to accept filings from 1 to 5 pm on the final day.
- Just as an FYI - most expenses to the township for the March 3 Presidential Nomination Primary will be reimbursed by the State of Minnesota. This will include a lump sum amount for use of our building and training and election day service hours for the Election Administrator and all judges.
- Please let Clerk know if you have any further updates that should be posted on the website.

Chair Elvestad then brought up that she has concerns about the buildable inventory that is being prepared. She strongly feels that the study should be designated as an authoritative document rather than just a guideline. She asked all the Supervisors to keep that in mind as they review the information that was provided to everyone in their meeting packet so there can be discussion about this at the February meeting when Alex Conzemius from Bolton & Menk will be giving the presentation of the updated maps and reports.

ADJOURN

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

Meeting adjourned at 9:17 p.m.

Respectfully submitted,

Barbara Lang (original signature on file)

Barbara Lang, Clerk

Attest:

Kelly Elvestad (original signature on file)

Kelly Elvestad, Chair, Board of Supervisors