



WEST LAKELAND TOWNSHIP

959 Paris Avenue Circle North, Minnesota 55082
651/436-4773 · <http://www.westlakeland.govoffice2.com>

January 9, 2023

West Lakeland Town Hall

Present: Chairman Dave Schultz, Supervisor Marian Appelt, Supervisor Phil Moosbrugger, Carrie Seifert, Clerk; Jennifer Samec, Deputy Clerk; Marsha Olson, Treasurer; Viet-Hahn Winchell, Township Attorney

Call to Order:

Chairman Schultz called the January 9, 2023 meeting to order at 7:05 PM.

Approval of the Minutes

Chairman Schultz moved to approve the minutes of the December 12, 2022 regular meeting with minor corrections, special meetings held November 3, November 11 and October 24, 2024 for board candidate interviews and the Special Closed Meeting of December 28, 2022. Seconded by Supervisor Appelt, the motion carried.

Treasurer's Report

Ms. Olson presented the treasurer's report for December 2022, reflecting \$483,815 in receipts and \$163,142 in expenses. After review, Chairman Schultz moved to approve the report and authorize payment of invoices presented by the clerk. Seconded by Supervisor Moosbrugger, the motion carried by roll call vote (3-0).

Ms. Olson noted the annual audit is scheduled for March 30 and March 31, 2023.

St Croix Montessori School

Ms. Valerie Olson and Mr. Ed Freitag appeared before the board to discuss the upgrade for the septic system at the farm campus operated by the St. Croix Montessori School. The school wants to install a commercial septic system to support desired improvements to the school. Washington County had requested that the Township indicate if there were any concerns with the oversized septic system being permitted. It was noted that the approval for the septic system does not infer any approval for any other building or variance request. Chairman Schultz noted that there are no constraints on septic systems in the township code, and the inspection and permitting of septic systems is under the jurisdiction of Washington County. Supervisor Appelt moved to authorize Chairman Schultz to draft a response to Washington County indicating that West Lakeland Township has no concerns with an oversized septic system.

Mr. Freitag presented the concept expansion plans for the pavilion on the campus. The proposal is a net addition of 1,724 sq ft of accessory structure, moving from the current 3,433 square foot to 5,157 square foot. The current collection of accessory structures exceeds the allowed number of buildings and allowed square footage for the size of the parcel. An increase would need a variance to proceed.

It was also noted that the conditional use permit under which the school is operating is dated, and no longer accurately representative of the school's activities. It was recommended by the planning commission that a new conditional use permit be considered to better represent the conditions under



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which the school desires to operate. The discussion of the variance request and the conditional use permit draft was referred to the planning commission for discussion and input.

Bonding for Capital Improvements

Mr. George Eilertson of Northland Securities appeared before the board to discuss the mechanisms of bonding for capital improvements. No request for bonding is proposed at this time, the board is seeking a broader understanding of the process and potential. Northland Securities is a public finance firm who works with municipalities throughout Minnesota.

Mr. Eilertson reviewed the potential debt limit available to the township, and common financing mechanisms used for capital improvements, and road improvements in specific. The mechanisms reviewed include Certificate of Indebtedness and General Obligation Bonds, with or without assessment.

A nonbinding letter of engagement would be required to provide any more detailed review.

Planning Commission Update

Mr. Votava, planning commission chairman, presented the final draft of the ordinance modification proposal regarding the update of business use, including home occupation business. The changes impact Section 2, 4, 11, 10 and 18 of the ordinances.

Mr. Votava also presented the draft modifications to section 13 and Section 17 to accommodate the regulation of pet waste and bulk deicer required for compliance with the MS4 permit.

After discussion, Supervisor Appelt moved to call a public hearing on the proposed modification of Section 2, Section 4, Section 11, Section 10, Section 17, Section 13 and Section 18 of the West Lakeland Town Code and direct the township attorney to draft a public notice of the hearing. Seconded by Chairman Schultz, the motion carried. The public hearing is slated for the February 13, 2023 meeting.

Road Update

Chairman Schultz noted that there was positive input regarding snow plowing, with no significant concerns raised.

Sign Resolutions

Resolution R-2023-1 to appoint election judges for the March 2023 board election and Resolution R-2023-2, Robert Cherry Interim Use Permit, were presented for signature.

Public Comment

No public comment was offered.



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Old/New Business

Ms. Winchell presented an update on the developer's agreement for the Twin Pines Development. The developer and the Township have not yet reached agreement on the language in the agreement.

Adjourn

Having no further business, Chairman Schultz moved to adjourn the meeting. Seconded by Supervisor Appelt, the motion carried. The meeting was adjourned at 10:04 PM

Respectfully Submitted,

Elizabeth A. Vance
Recording Secretary