

West Lakeland Township

February 12, 2018

7:00 p.m.

Oak-Land Middle School

Present: Chairman Dan Kylo, Supervisor Steven Ebner, Supervisor Dave Schultz; Carrie Seifert, Clerk; Jennifer Samec, Deputy Clerk; Ms. Marsha Olson, Treasurer; Mr. Mark Votava, Planning Commission Chair; Duane Stensland, Building Inspector; Attorney Scott McDonald

Call to Order

Chairman Kylo called the regular meeting to order at 7:06 PM

Approval of the Minutes

Supervisor Ebner move. Supervisor Schultz seconded the motion. The motion carried.

Treasurer's Report and Payment of the Bills

Ms. Olsen presented the report for January 2018. The township had \$6,170 in receipts, and \$45,618 in expenses. This brings the current assets to \$2,343,593. A CD held at First State Bank was reinvested during the month.

Chairman Kylo asked for clarification of the invoice from Miller for salt and sand. There is another invoice for salt from Washington County. Supervisor Schultz clarified that the salt is purchased through the County on the State contract, and the invoice from Miller provides for the sand, transportation of salt, and mixing of the salt and sand. Chairman Kylo asked the clerk to verify the pickups noted on the invoice from the Road Kill Animal Control Service.

Chairman Kylo noted a receipt of the invoice from Middle St Croix Watershed District dues for last year. It was incorrectly recorded as paid, when it was not.

Supervisor Ebner moved to approve the treasurer's report and pay the invoices presented. Seconded by Supervisor Schultz, the motion carried.

Public Comment

Chairman Kylo asked for public comment. Mr. Del Miske, 14155 10th Street, asked if the town has any sort of emergency management procedures. There is no siren coverage, so what plan is in place for the town should there be a need? Chairman Kylo responded that if there was a large-scale emergency, such as a hazardous spill or a tornado, or such, Washington County would be directing the emergency response. Washington County would work with the Township on the communication and community liaison that may be needed. The board will be reviewing a joint powers agreement that formalizes and enhances this emergency plan. Supervisor Ebner noted that the communication is disseminated through Code Red, and recommended that residents sign up for the Code Red service with Washington County.

Autumn Run Second Addition

The board revisited the action to consider the request for variance to allow irregular lot lines on Autumn Run Second Edition presented in the January regular meeting. At the January Meeting the motion to approve the variance requested failed. Supervisor Ebner moved to formally deny the variance requested, and direct the township attorney to draft a resolution documenting the denial, citing the findings that the irregular lot lines are not allowed and the board did not wish to create a precedence for irregular lot lines. Seconded by Supervisor Schultz, the motion carried with two aye, one nay vote.

The board reviewed a revised preliminary plot presented by Mr. Jeff Hause, of JG Hause, with eleven lots in lieu of twelve. Mr. McDonald clarified that the previous plat was approved with conditions, which were determined as not able to be met. Reducing from three lots to two lots at the top of the hill create all lots to be compliant with the town ordinances. Steve Ebner moved to approve

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the amended lot lines as presented on the draft dated February 6, 2018 for Autumn Run Second Edition Preliminary Plat, and direct a resolution be drafted to document the approval and to grant approval of the request for extension on the variance. Seconded by Supervisor Schultz, the motion carried. Chairman Kyлло signed the request for extension for the consideration of the variance request.

Comprehensive Plan Draft Review

Mr. Mark Votava, as chairman of the subcommittee, acknowledged the work of the planning commission in preparing this draft document. It was noted that the planning commission, as volunteers, agreed to take on the updating of this document on behalf of the township. The 2040 comprehensive plan needs to be submitted to the Metropolitan Council by December 31, 2018.

The approach taken was to start with the 2010 plan, and make incremental updates and additions as necessary, guided by the checklist provided by the Met Council, the current township ordinances, and the current comprehensive plan. What has not changed is the spirit, overview, and the emphasis on the nature of a rural residential community, providing for only essential services and limited growth. This is consistent with the outlook for the Township maintained by the Metropolitan Council.

The next step is to submit a preliminary draft for Met Council review, and schedule a public hearing for the draft plan. Chairman Kyлло moved to schedule a public hearing for March 5, 2018 for the draft 2040 Comprehensive Plan. Seconded by Supervisor Ebner, the motion carried.

Developer's Agreement for Stensland Woods

Mr. Isaac Stensland appeared before the board with regard to the developer's agreement for Stensland Woods. There are some minor issues with the title documents, which are in the process of being resolved. The letter of credit required for the developer's agreement has not been received. Pending these two last items, the developer's agreement is ready for signature. Supervisor Schultz moved to authorize the clerk and Chairman to sign the developer's agreement outside the meeting when complete. Seconded by Chairman Kyлло, the motion carried.

Joint Powers Agreement between Washington County and West Lakeland to access and use Bold Planning software

The board discussed the proposed joint powers agreement for the use of BoldPlanning Software with Washington County. The purpose of the shared use of the software is to better manage and access information for the emergency action plans across the county and municipalities in Washington County. A structure is provided in the software which allows the township to access and update procedures and contacts. At this time, there is no cost to the Township. Chairman Kyлло moved to inform Washington County that West Lakeland is in support of participation in the BoldPlanning Software initiative. Seconded by Supervisor Ebner, the motion carried.

Proposed Contract for Impound Services

The board reviewed a proposed contract with Mally's Sunshine Kennels for Impound Services. Ms. Seifert noted that the impound option is rarely used in West Lakeland. Most often, the dog can be returned to the owner. Fees are potentially higher under this contract. The contract currently allows the animal to be returned to the owner if the fees cannot be collected. Ms. Seifert was directed to review this clause with the kennel administration and change the wording to have the dogs surrendered

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to Gregory's Gift of Hope if the resident refuses to pay. Supervisor Ebner moved to raise the fees for impound service response to \$100. Seconded by Supervisor Schultz, the motion carried.

Joshua Taylor Building Lease

The board reviewed the renewal of a three year lease for the office space in the Joshua Taylor Building. Two additional rooms adjacent to the current township offices are available if desired. This room would allow for additional storage, office and meeting space. No specific decision is needed until March. Chairman Kylo will be meeting with the landlord to discuss questions raised concerning the additional space. Chairman Kylo moved to approve extension of the lease for the existing office space, and table the discussion on the additional available space. Seconded by Supervisor Schultz, the motion carried.

Election Judges for 2018 Annual Town Board Election

The board reviewed the slate of judges for the 2018 Town Election, R2018-2. Supervisor Schultz moved to approve the slate. Seconded by Supervisor Ebner, the motion carried.

Sign Resolution R-2018-3, approving the street name change

Supervisor Schultz noted that the name assigned to 30th Bay Street North in the Burr Oaks Plat does not confirm with Washington County street naming protocols. It was requested that the name be changed to 30th Street Bay North, at the request of the county. Chairman Kylo moved to approve the change as documented on resolution R-2018-3. Seconded by Supervisor Schultz, the motion carried.

Additional Business

Supervisor Schultz presented the 2018 seal coat project, to be done in conjunction with Lake Elmo and Denmark Township. Lake Elmo will take the lead on the project, as in previous years. Supervisor Schultz moved to authorize the chairman to sign the joint services agreement. Seconded by Supervisor Ebner, the motion carried.

Supervisor Schultz noted the current actions on the Lake Elmo Airport expansion proposal. The EAW should be available for review after the April 4th public hearing. After the EAW review, there is a review under the FAA, NEPA.

Adjourn

Having no further business, Chairman Kylo, move to adjourn. Seconded by Supervisor Ebner, the motion carried. Chairman Kylo adjourned the meeting at 9:26 PM.

Respectfully submitted,



Elizabeth Vance
Recording Secretary