

WEST LAKELAND TOWNSHIP

March 6, 2017

7:00 p.m.

Oak-Land Jr. High

Present: Chairman Dan Kylo, Supervisor Steven Ebner, Supervisor Dave Schultz; Carrie Seifert, Clerk; Jennifer Samec, Deputy Clerk; Ms. Marsha Olson, Treasurer; Mr. Dave Dupay, Planning Commission Chair; Duane Stensland, Building Inspector; Mr. Ryan Stempki, Township Engineer; Attorney Viet-Hanh Winchell, Attorney Scott McDonald

Call to Order:

Chairman Kylo called the regular meeting of the West Lakeland Town Board to order at 7:02 PM.

Approval of the Minutes:

Supervisor Schultz moved to approve the minutes of the Board of Audit held February 13, 2017, with minor corrections. Seconded by Supervisor Ebner, the motion carried.

Supervisor Ebner moved to approve the minutes of the February 2017 Board Meeting with minor corrections. Seconded by Supervisor Schultz, the motion carried.

Supervisor Ebner moved to approve the minutes of the February 10, 2017 budget meeting. Seconded by Supervisor Schultz, the motion carried.

Public Comments

Mr. Gary Horning commented on remarks made on a social networking site regarding Supervisor Ebner, and asked that the allegations be substantiated by the individual that made those allegations. Supervisor Ebner refuted the claims. Mr. Vince Anderson commented that his remarks should be read more carefully.

Mr. Vince Anderson asked if the same number of disbursements and receipts were selected for the board of audit. Supervisor Ebner indicated that the selection was the same percentage of records for each.

Autumn Run

Mr. Jeff Hause appeared before the board with a concept proposal for the major subdivision Autumn Run 2. His concern is with the access point for the subdivision. The county has recommended the access be along Omaha, but Mr. Hause would prefer the access from 10th Street. The concern is with the sightlines and right of way required for 10th Street. Moving the access to Omaha could mean the loss of a lot, making the project less financially viable. It was agreed to review the requirements for right of way and easement with the township engineering staff, Washington County staff and the developer to determine an appropriate course of action in light of the potential planned improvements along 10th Street.

WEST LAKELAND TOWNSHIP

March 6, 2017

7:00 p.m.

Oak-Land Jr. High

Mr. Dupay noted that in the past, the township did allow the potential easement to meet the County's future requirements were included in the calculations for lot size, and addressed the need to convey the right of way when needed to the county at no cost in the developer's agreement. Mr. McDonald was requested to research this option.

A second open issue is the 25 foot wide strip connecting this parcel with 10th Street. The last review indicated that the board was not in favor of leaving this narrow strip as is. The preference is to include this in a lot in a more standard manner.

Kevin Peterson, Wash Co Public Works Dept, Stagecoach Trail Project

Mr. Peterson, Washington County Project Manager, and County Commissioner Gary Kriesel, appeared before the board to review the Stagecoach trail project. The project covers Stagecoach Trail, CSAH 21, from I94 to 56th Avenue in Oak Park Heights. Mr. Peterson noted there is a section within this 5.3 miles where the pavement is in very poor condition, and needs to be replaced. Other portions can be addressed by pavement preservation techniques. The second objective is to improve safety conditions at intersections by adding dedicated turn lanes. The intent is to finalize the plan in April, with bids and construction in 2018. The costs of acquiring any shortfalls in right of way are the responsibility of the local municipality. That information should be available in May.

The plan is to install dedicated left turn lanes at 19th street, 22nd street, 30th street, and at the entrance to Miller Excavating. The option of including the profile correction on 22nd street as part of this project, with the Township bearing that share of the cost, was discussed.

The next step is a resolution of support, looking at the project plan and anticipated costs, followed by final design. A second resolution of support will be requested prior to the bidding phase.

Supervisor Ebner asked about the plan to do a traffic study after the bridge opening before doing any major county road work. Commissioner Kriesel replied that the failing pavement and the need to add the bypass lanes have changed the timetable for the work on Stagecoach Trail. With regard to 22nd Street, Commissioner Kriesel noted that this will be addressed as part of the traffic study after the opening of the bridge, and if appropriate, the county would be amenable to taking over this roadway.

The clerk was directed to put a copy of the presentation on the township website.

Treasurer's Report

Ms. Olson presented the February treasurer's report, reporting \$162,586 in receipts and \$107,075 in disbursements. Supervisor Ebner moved to accept the report and authorize payment of the invoices presented. Seconded by Supervisor Schultz, the motion carried.

Preliminary Plat Approval, Stensland Woods

Supervisor Ebner asked about the language regarding the outlot in Section G of the resolution, and asked if that meant it had to be sold to somebody. Mr. McDonald noted the intent was that the outlot was not to

WEST LAKELAND TOWNSHIP

March 6, 2017

7:00 p.m.

Oak-Land Jr. High

be the responsibility of the township, but a private landowner, and was not in itself a buildable parcel. The specifics of how that is done can be addressed in the developer's agreement. The board signed the resolution documenting approval of the preliminary plat.

Comments on behalf of West Lakeland regarding Lake Elmo Comprehensive Plan Amendment

The board discussed the impact of the new development zone added in Lake Elmo. There are no issues with the concept, and the specifics of the current property under development, are not pertinent to this change. The board concurred to have no comment.

Application Process for Subdivisions

Mr. Dupay presented draft documentation designed to streamline the application process for subdivisions. The review of these documents by the planning commission raised a concern that the Township continue to allow an informal concept review, so that the landowner can review alternatives in concept, before detailed engineering. It was noted that the proposed process could result in more demand on professional staff time, including the clerk, engineer and legal staff. The draft documents also include a draft escrow policy, to include acknowledgement of the need and receipt of escrow. A document still pending is the checkoff list for the clerk of the requirements and actions needed to ensure an application was complete.

Township Ordinance Book

Supervisor Ebner provided the draft of the updated Town Ordinance Code book, incorporating changes since the last codification, criminal penalties recommended by legal staff, and minor corrections such as misspellings. The final changes were additions generated as the township assumes land use planning responsibility from Washington County.

The review by the planning commission recommended a couple of omissions and corrections. First, the planning commission recommended that language regarding accessory apartments be removed. The requirement for the permit is difficult to enforce, and the fundamental concerns that this requirement addresses are covered in other parts of the code. The board agreed to strike this section from the draft.

Second, it was recommended that the Agricultural Zone be removed from the code. This is no longer applicable within the township. The board agreed to strike that language as well.

Third, was the language allowing temporary farm dwellings. The planning commission thought that the township has outgrown the need to accommodate that use. The board agreed to strike that section.

A question was raised if the township is now responsible for environmental assessments and critiques, formally the responsibility of Washington County. Mr. McDonald agreed that this would now be appropriate as a township responsibility when applicable.

WEST LAKELAND TOWNSHIP

March 6, 2017

7:00 p.m.

Oak-Land Jr. High

Supervisor Ebner will incorporate those changes, with the intent that the document could be put before a public hearing in May.

Additional Business

Supervisor Schultz reported on the MAC community engagement panel meeting held February 21, 2017. The panel includes representatives from MAC, Washington County, each community, residents and airport tenants.

Mr. Dupay reported that the planning commission, after discussion, felt they were capable of the update of the Township Comprehensive plan. The intent is to pick 2 planning commission members and one board person to generate that draft.

Supervisor Schultz noted his intent to attend the 2017 Legal Short Course.

Chairman Kylo reported that, in collaboration with the Mayor of Afton, he has invited the leadership of the Prairie Island Indian Community to start meeting together on an informal basis. The first meeting will be to look at Indian Mounds in Afton, currently scheduled for March 16, 2017.

Adjourn

Having no further business, Supervisor Schultz moved to adjourn the meeting. Seconded by Supervisor Ebner, the motion carried. Chairman Kylo adjourned the meeting at 9:03 PM.

Respectfully submitted,



Elizabeth Vance
Recording Secretary