



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

October 9, 2023

West Lakeland Town Hall

Present: Chairman Dave Schultz, Supervisor John Buelow, Supervisor Phil Moosbrugger, Carrie Seifert, Clerk; Marsha Olson, Treasurer; Viet-Hanh Winchell, Township Attorney; Jenny Samec, Deputy Clerk

Public Hearing to Consider an application for 2423 Manning Avenue N for a Variance to Allow an Accessory Structure Closer to the Street Right of Way than the Allowed Front Setback of the Main Residence.

Chairman Schultz opened the public hearing to consider the application for a variance impacting the location of the proposed accessory structure at 2423 Manning Avenue N at 7:00 PM, October 9, 2023. Mr. William Gerhart, the applicant, described his request to add a garage structure with a pull-through in front of the house. Placing this alongside the house will push the structure to the property line, and the septic field and drainage easements behind the property restrict being able to locate the structure behind the house. In addition, steep slopes limit the sites suitable for an accessory structure. Mr. Del Miske presented the review of the planning commission, noting the Planning Commission did support the request, concurring with the identified practical difficulties and noted that the lot is well screened from the street. Chairman Schultz opened the meeting for public comment. No comments were raised. Chairman Schultz closed the public hearing at 7:08.

Call to Order

Chairman Schultz called the regular meeting of the West Lakeland Town Board to order at 7:08 PM October 9, 2023.

Consider an Application for 2423 Manning Avenue N for a Variance to Allow an Accessory Structure Closer to the Street Right of Way than the Allowed Front Setback of the Main Residence.

Supervisor Moosbrugger asked for confirmation of the size of the requested structure. The variance is requested for a size of 2,000 square feet. Supervisor Buelow indicated he has no concerns with the requested variance. Chairman Schultz noted the drainage easements do significantly impact the parcel and limits what can be done. Chairman Schultz asked about the finish of the accessory structure. It would not match but be in keeping with the neighborhood. Size and setbacks conform to the existing ordinances. Supervisor Buelow moved to approve the request for application for a variance at 2423 Manning Avenue N to allow an accessory structure closer to the street right of way than the allowed front setback of the main residence, noting the practical difficulties of the steep slopes, location of the house to the proximity to the side of the lot, drainage easements in the rear, and the septic in the rear of the lot contingent upon remaining screening from the public street. Seconded by Supervisor Moosbrugger, the motion carried. Chairman Schultz moved to authorize the township attorney to draft a resolution to document the decision. Seconded by Supervisor Buelow, the motion carried.

Approval of the Minutes

Chairman Schultz moved to accept the minutes of September 11, 2023 with minor corrections and the special meeting September 6, 2023, regarding Northland Securities regarding bonding. Seconded by Supervisor Moosbrugger, the motion carried.

St. Croix Montessori School Conditional Use Permit Amendment.

Ms. Valerie Olson, St Croix Montessori School, appeared before the board to discuss a proposed conditional use permit amendment. The conditional use permit was amended in March of 2022, with a

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condition that the expansion would be dependent upon relocating the access point to the school off Neal Ave to Hudson Blvd. Would like to have the expansion done, and the cost to relocate the access point to the school is estimated at a price point of \$500,000 to \$750,000. This cost is more than the school can entertain. The cost is driven by the length of the road and the steep grade and water retention requirements. It would also bisect the property and create hazards as children move between the buildings. The school board has proposed an expanded drop off/pick up area that would be able to hold the traffic generated by pick up and drop off traffic away from Neal Avenue on to school property as an alternative that addresses the core concern of traffic congestion on Neal Avenue. Chairman Schultz noted that he did have a brief discussion with Washington County traffic engineer, who was not in support of retaining the access on Neal Avenue, specific objections were not noted. To move to Hudson Blvd with new driveway access would require MnDoT approval. The required setback from Neal Avenue, easements and slopes, and sufficient width for 2 lane traffic has placed the entrance to be much further down on Hudson Blvd than anticipated. The cost estimate includes the cost of moving current farm structures. Chairman Schultz noted that this estimate is much higher than he would have anticipated. He also noted that this would need to be processed through Valley Branch Watershed District. A question was raised about the meandering length of the proposed driveway. Ms. Olson noted that the stacking on Neal Avenue is minimal, and adding the loop through the parking lot would allow for traffic to remain off Neal Avenue. Ms. Kathy Beagle, administrator, noted the design will allow for 35 cars off Neal Avenue and parking spots for an additional 25 cars. Supervisor Moosbrugger noted that there should be a broader understanding of the concerns of Washington County. Washington County traffic engineer does not support retaining access on Neal Avenue. Ms. Winchell noted that if the driveway location is to be modified, an additional public hearing is recommended. Supervisor Moosbrugger asked about the gradient on Hudson Blvd closer to the existing parking lot. The concern is the excessive slope. It was recommended that the proposal be reviewed with Washington County Traffic engineer to vet alternative options prior to the next public hearing. No action was taken at this time.

Treasurer's Report

Ms. Marsha Olson reported for September the Township recorded \$28,868 in receipts and \$257,633 in expenses. Current assets are at \$2,484,692. Chairman Schultz moved to approve the treasurer's report and pay the invoices presented by the clerk. Seconded by Supervisor Buelow, the motion was carried by roll call vote (3-0).

Northland Securities Letter of Engagement

Supervisor Buelow noted that a resident of the township, now retired, has experience in bonding, and has offered to review options. It was suggested he be invited to the next workshop currently scheduled for October 16, 2023.

Northland Securities presented a letter of engagement for review. Ms. Winchell noted they are not financial advisors. It is also recommended that the township have bond council to advise in the decision as well as the issuer. Chairman Schultz moved to sign the letter of engagement with Northland Securities. The motion was seconded by Supervisor Buelow. Supervisor Moosbrugger noted that cost information should be provided prior to incurring any charges. The motion was carried by roll call vote (3-0).

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Planning Commission Update

Mr. Del Miske provided an update from the planning commission. Work continues on the Township fee schedule and building permit fee schedule. Supervisor Moosbrugger noted the ongoing discussion with American Legal Publishing and League of Minnesota Cities to recodify the ordinance. To this point, they provide the service for about 250 municipalities, but not townships. Controls are put on the process by the legal review by American Legal Publishing and review by the Township Attorney prior to completion.

Snowplow/Sanding/Snow Removal Contract

The contract shows an increase of 5% from the previous year. Ms. Winchell noted that additional language to indemnify the township in the document. The requested changes will be provided to Miller Excavating. Supervisor Buelow asked if the township was listed as an additional insured on their insurance certificate. It is uncertain if this is done at an additional charge.

Codification of Township Ordinances

Supervisor Moosbrugger continued the discussion the proposal to codify the ordinance with American Legal Publishing. He asked the township attorney to review and add to the agenda for the next meeting. The contract offer has been extended to December 2023.

Additional Business

Supervisor Buelow noted that the rise in crime in the nearby municipalities is getting closer to the Township. He indicated that some residents have indicated they do not feel safe attending the township meetings. He noted about 20 persons attended the PFAS meeting, and he does not have voting rights on that commission. There are funds available, but he does not anticipate the Township would be able to access funds. He expressed concerns about the appropriateness of the projects proposed.

Supervisor Buelow contacted a couple of asphalt companies, T. A Shifsky and Sons and Bituminous Roadways, regarding Neal Ave between 30th and 20th street and received an estimate for a reclamation at a unit price was \$22 per square yard, for an estimated cost of \$283,817. At this cost, a formal bid process is required. Supervisor Moosbrugger wants to investigate the difference between the estimates provided by Supervisor Buelow and those provided by the township engineer. Supervisor Buelow suggested cost estimates from the Association of General Contractors might be an appropriate source.

Ms. Samec asked for direction on the next Township newsletter. It was suggested it be targeted for November.

Supervisor Schultz noted a conversation with Mr. Dan Kylo regarding the lights and outdoor signs having been repaired, and now function. He is looking for a floor mat for the front entry, with an estimated cost between \$243 and \$600. Also looking to move one of the monitors for better viewing which would require a mount, estimated at \$50. A motion was made by Supervisor Buelow to authorize expenditures of not to exceed \$375 for an entry mat and television bracket. Seconded by Supervisor Moosbrugger, the motion was carried by roll call vote.



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Public Comment

Mr. Kevin Machacek, 1210 Norell Ave N, noted two years ago patchwork was done on Norell. By the following spring, cracks developed, and the asphalt came loose. Additional patchwork was done and that also broke down. He believes the patchwork should last longer than six months. He asked if there was repair work on the road. Chairman Schultz noted the work is to be done this week. It was scheduled for last year but was delayed due to the early snow. He also asked about any ordinance regarding engine braking. He noted that 10th Street has a lot of truck traffic, and he noted they are using engine braking as they are hauling. Chairman Schultz noted this a County State Aid Highway, and permanent signage for braking is done by Washington County.

Adjourn

Having no additional business, Chairman Schultz moved to adjourn the meeting. Seconded by Supervisor Buelow, the motion carried. The meeting was adjourned at 9:00 PM.

Respectfully Submitted,

Elizabeth A. Vance
Recording Secretary