

STILLWATER TOWN BOARD MEETING

June 13, 2019

Town Hall

7:00 P.M.

PRESENT: Chairperson, Sheila-Marie Untiedt, Supervisors Rod Hunter, Tim Sinclair, Bonnie Haines and Mike McMahon, Deputy Clerk Barbara Riehle, Treasurer Marsha Olson, Chief of Police Steve Nelson and Park Manager Jackie Garofalo. Also present, Planning Commission Member Robert Geisen. No staff was present for the meeting.

1. AGENDA – M/S/P Sinclair/McMahon moved to adopt the agenda as written (5 ayes)
2. MINUTES – M/S/P Hunter/Haines moved to approve the May 9, 2019 Stillwater Town Board Meeting minutes as written. (5 ayes)
3. ATTORNEY –
 - a. Legal Service Agreement – A slight increase from last year. M/S/P Hunter/Sinclair moved to approve the new fee schedule and for the Chairperson, Sheila-Marie Untiedt to sign both copies of the agreement. (5 ayes)
4. ENGINEER –
 - a. 94th and Neal Quotes – Town Board members discussed and reviewed the two bids for the culvert work and related improvements for the Neal Avenue and 94th Street culvert issues. Schifsky Companies bid was \$8,370.00 with detailed line items and Miller Excavating Inc. bid was \$9,801.30 with more categorized grouping of work. The Township Attorney commented that both bids were very comparable. The Township was not required to go out for bid but elected to do so. M/S/P Hunter/McMahon moved to accept the \$8,370 bid and awarded the contract to Schifsky's. (5 ayes)
5. TREASURER –
 - a. Report given.
 - b. Checks and Claims - Checks and Claims #43992 through #44010 were approved for payment.
6. PLANNER –
 - a. Hands Variance – M/S/P Haines/McMahon moved to approve and for the Chair to sign two copies for the variance which is also notarized by Treasurer Marsha Olson. (5 ayes)
7. PARK MANAGER – Jackie Garofalo was present to report.
 - a. Assistant Park Manager Position – Bennett Shantz has been working in an unofficial type/volunteer position. Help is needed about 4-5 hours/week with garbage and another 2-3 hours with Pavilion clean-up after parties. Suggestion of a pay increase from last year's \$12/hour to \$15/hour. Chairperson Sheila-Marie Untiedt suggested a simple agreement be signed for liability purposes. M/S/P McMahon/Sinclair moved to

approve Park Manager Jackie Garofalo to hire Bennett Shantz as an assistant at \$15/hour. (5 ayes)

b. Spring Clean-Up – A huge success. For 3 hours cars lined up and down the street. An increase of 1-Ton more scrap metal and solid waste was collected from last year's totals. Maroney's did a nice job again this year. Tires were collected as well but several had come with rims and Minnesota Mosquito Control would not take those. Unfortunately, someone dumped more items after the "Spring Clean-Up Day" and we will have to incur costs for Maroney's to remove the garbage. Jackie Garofalo report that we will likely not do tires again next year.

c. Neighbor on Norell Sight Lines – The Park Committee made a recommendation to not fund or plant trees on the township property on the corner of Hwy 96 and Norell. There is a suggestion to check with the Planner. Jackie will follow up with Mr. Heifort.

d. Arcola Heights donation – Someone who is a visitor to the park came forward and asked if they could donate a "tee marker" for the Disc Golf Park.

e. Disc Golf League – A new Disc Golf League will be playing at Arcola Heights Park this Sunday, June 16th.

f. Park Check-Ins - Police Chief Steve Nelson and Assistant Park Manager Kelley Shantz have been doing daily check-ins and will begin logging what is seen in the garbage cans at the park to have documentation to respond to concerned residents.

g. Keep Arcola Heights Park open - It is the Park Committee's recommendation to not sell the park land and that this park is safe and highly used for Disc Golf and it should be kept open.

h. STS – Crews were out clearing sight lines from Hole 8 to the road. Next year the focus will be more on removal of Prickly Ash versus Buckthorn. Supervisor Rod Hunter commented that the tee boxes could use a little clean up where some of the gravel has shuffled out. He reported the times he has been to the park and has met small groups of nice kids playing disc golf.

i. Goats - For Buckthorn removal the Township is looking into having goats at the park. Jackie is working with a representative from Washington County who is assessing the area.

j. Reimbursement - An invisible fence was accidently cut while clean up happened. The Township will reimburse the \$120 to the resident.

k. Garbage – Increase in garbage pick up has solved the issue.

l. Park Survey – Deputy Clerk Barbara Riehle drafted a survey. The plan is to begin at the picnic, then to all residents. Supervisor Rod Hunter suggested adding "What is your favorite thing?" instead of Comments.

m. Recycling Grant – Chairperson Sheila-Marie Untiedt signed.

(Jackie Garofalo leaves)

(Steve Nelson arrives)

8. CHIEF OF POLICE -

a. Report given – 11 burning permits were issued for the month of May. Spring burning ban was lifted on May 15th. We are now in the summer burning hours of 6 p.m. until 8 a.m.

b. Animal Control -

1. Impounds – There were no impounds again for May, so the township will not be billed.

2. Bear Sighting – A bear has been sighted several times in the 15000 block of Otchipwe Avenue in late May. The last 10 days it has been seen in the Primrose Ave N and 100th Street area and it was last seen in the 10800 block of Stonebridge Trail. (Check the website for more details).

c. Police -

1. Monthly Calls – There were a total of 93 complaints that were received for the month of May.

2. Road Restrictions – Road restrictions were removed on May 7th. It is on the website.

3. Ordinance Update – An incident where a vehicle was parked in Arcola Heights Park and after reviewing the ordinances found that we repealed #3, 10 and #130 which only dealt with hours that the parks were closed. We have nothing that prohibits parking or driving in the park. Suggest we amend Ordinance #142 and add provisions for parking in the park, open fires and other posted restrictions. M/S/P Sinclair/Hunter moved to recommend Soren to review Ordinances with Steve (5 ayes)

4. Arcola Heights Park- 10 trips to the park in 20 days. All people were legal and respectful. I spoke with everyone in the park on all occasions and asked them to call if they see anything illegal going on. One person had an open beer and I had them pour it out. No one else found with alcohol. There will be a golf league at Arcola Heights Park starting June 16th and occurring every other Sunday for 16 weeks. Last league play will occur on September 22nd. I noticed this on a posting at the 1st tee.

5. Special Event Permits – No Special Events are scheduled for June.

6. Mendel Road Request – Resident called and wanted the Town Board to consider placing “No Parking” signs on the east side of Mendel Road just north of Hwy 96 for about 200-300 feet to discourage people from parking there and walking across Hwy 96 to South Twin Lake. Lots of garbage picked up weekly and it was really bad while the loons were nesting.

7. New phone scams – watch for new scams.

8. Bike Ride Event - Robert Giesen asked about any information regarding the bike ride from White Bear Lake to Pine Point Park. Steve will look into it.

9. MARK LAMBERT UPDATE -Mr. Lambert was present to update Town Board Members on the project process. He is working with the Brown’s Creek Watershed District (BCWD) on a proposed drainage plan and the City of Stillwater with annexation discussions. Plans consist of: 2019-Permitting; 2020-Grading; 2021-Spring Construction.

10. BARB STAHLMANN - Ms. Stahlmann filled out a Park Committee application and introduced herself to the Town Board. M/S/P Sinclair/Haines moved to approve and appoint Barb Stahlmann to the Park Committee. (5 ayes)

11. CLERK – No report.

12. PLANNING COMMISSION –

1. Draft Letter for new Commissioners – Commission Members Robyn Stoller and Robert Geisen worked on a drafted letter to be sent jointly by Town Board Chair and Planning Commission Liaison to new Planning Commissioners. This letter would accompany an orientation packet of basic information as noted.

2. Joint Planning Workshop – This Fall (September 2019) Baytown Township will host the workshop. The costs quoted are \$1500 which includes preparation, travel and workshop time. M/S/P McMahon/Hunter moved to approve and authorize an expenditure not to exceed \$400 for our Township cost share. (5 ayes)

13. PARK COMMITTEE – No additional report.

14. COMMUNICATION COMMITTEE – No additional report.

15. OLD BUSINESS – None to report.

16. NEW BUSINESS –

a. School District’s Planning Team Representative – Stillwater Area Public School District is looking for someone from our township to participate in the long-range facilities planning process, a Community Design Team is now being formed. Supervisor Mike McMahon will attend and Supervisor Rod Hunter will be back up. Town Clerk Kathy Schmoeckel will be asked to contact Carissa Keister at Stillwater Schools to let them know who will participate.

b. Dust on 108th Street – A resident complained about dust on a gravel road. The Township will consider this in the next budget session. We may have about 5 gravel roads within the township. Clerk Kathy Schmoeckel will be asked to contact Raleigh’s about dust control.

c. Trail Damage – Norwood Ave. – Supervisor Rod Hunter reported on damage that the plows had caused. It needs to be repaired. Raleigh’s had been contacted but had not yet responded. Clerk Kathy Schmoeckel will be asked to reach out to them to get this damage repaired.

d. Letter sent – Supervisor Sheila-Marie Untiedt sent a letter to the Mayor of Lakeland, he is resigning.

e. Truck Traffic Reports – Chairperson Sheila-Marie Untiedt will check with our Planner for an update.

f. Pine Point Park Technical Advisory – Supervisor Rod Hunter reported.

17. ADJOURNMENT – The meeting was adjourned at 8:42 p.m.

Clerk_____

Chairperson_____

Approved_____