

STILLWATER TOWN BOARD MEETING

July 8, 2010

Town Hall

7:00 P.M.

PRESENT: Chairperson Linda Countryman, Supervisors Jim Hiniker, David Johnson and Sheila-Marie Untiedt, Attorney Sam Edmunds, Planner Berry Farrington, Chief of Police Steve Nelson and Park Manager Rick Jacobson.

1. AGENDA – M/S/P Hiniker/Johnson moved to adopt the agenda as amended. (4 ayes)

2. MINUTES – M/S/P Johnson/Hiniker moved to approve the 6/24/10 Stillwater town Board Meeting minutes as amended. [item 9. add third sentence "We decided we were not hiring a coordinator." and add at the end "using grant funds. We will not pursue additional grant funding." and item 11. add "TOWNSHIP" at the beginning and at the end add "and goes through Saturday, June 26<sup>th</sup>", and under item 14. add ... aware of the "litter and trash" situation and under item 15. add "Linda advised that management of this issue is best left at the County level." ] (4 ayes)

3. TREASURER – The following checks and claims were approved for payment.

<u>Claim #</u>	<u>Vendor</u>	<u>Amount</u>
4276	Robert P Ranalla Jr	\$ 276.97
4279	Sheila-Marie Untiedt	296.26
4281	Washington Co. Public Safety Radio	100.02
4280	Washington Co. Taxation Division	218.60
4275	On Site Sanitation	238.52
4278	St. Croix Recreation Co	451.01
4282	Internal Revenue Service	962.21
4273	Kathleen Nelson	173.64
4277	Kathryn Schmoeckel	132.75
4284	Minnesota Dept of Revenue	28.47
4283	PERA	598.09
4274	Stephen Nelson	785.00
	Matthew Beane	227.11
	James Hiniker	668.23
	David Johnson	148.50
	Kathleen Nelson	1,051.74
	Stephen Nelson	1,089.73
	Marsha Olson	431.75
	Kathryn Schmoeckel	1,046.44
	Sheila-Marie Untiedt	812.35

4. PLANNER –

- a) Notification Range for Public Hearings – Our ordinance requires notification for neighbors within 500 feet for a public hearing. There was discussion as to whether this should be broadened for certain situations, such as the Sheriff's shooting range where there are noise issues. The consensus was to let the Planner determine if a wider range is needed on a case by case basis. The range should be amended to provide notification for entire subdivision if one neighbor in the subdivision is affected by an issue. Public hearing notices should be on the website. The Planner will prepare a public hearing policy.
- b) Otto Berg Park – Planner Sherri Buss is pulling together a suggested scope of work for Otto Berg Park. She will attend the next Park Committee meeting to discuss with them a list of things to be considered so they are involved early in this process. The Town Board will continue to be responsible for any decisions on money spent.
- c) Sheriff's CUP Amendment – Planner Berry Farrington reviewed the request for the change in their CUP. They want to add wording to allow those people that the Washington County Sheriff's Office authorizes to use the pistol firing range.  
M/S/P Hiniker/Untiedt moved approval of the Conditional Use Permit amendment as drafted. (4 ayes)

5. CLERK –

- a) Insurance Waiver – M/S/P Hiniker/Johnson moved to authorize the Chair to sign the Insurance Liability Coverage Waiver to not waive the monetary limits on liability. (4 ayes)
- b) Recycling Mailer – Newsletter Editor Bev Petrie will prepare cost estimates for either a two page or four page mailer on recycling.
- c) Election Judges – M/S/P Hiniker/Johnson moved to appoint the following election judges for the Primary and General Elections: Elaine Bartholmy, Kate Carlsen, Linda Francis, Karen Garley, Judy Josephson, Helen Olsen, Rosemary Ranalla, Vicky Turchiniak and Julie Wasser, or substitutions as the Clerk deems necessary. (4 ayes)
- d) Ballot Question – The consensus was to again have the question on the ballot in the general election for the Clerk to appointed rather than elected. The wording will be the same as last time. There will be an article in the next newsletter and on the website.
- e) Sheriff Special Shoot – M/S/P Johnson/Untiedt moved to authorize the Chair to sign the letter to authorize the special shoot on Saturday, September 25, 2010. (4 ayes)
- f) Next Meeting – Unless something comes up, the next meeting will not be until Thursday, August 12.

6. PARK MANAGER –

- a) Township Garage Sale – There were 44 participants in all, 13 at the town hall. Rick Jacobson reported there was a lot of positive feed back. Both Rick and Bob Ranalla were complimented on the job they did. Next time they may change it from Friday, Saturday to Thursday, Friday and change the hours to 8 to 2.
- b) Otto Berg Park – Activity has slowed down. Therefore, he has not changed the port-a-potty situation. Sentence to Serve has put chips around the town hall, but

they were not able to finish and there are still a lot of chips left to lay down. He suggested getting some black dirt to fill in the ruts left by the truck that brought in the chips. The black dirt would then be seeded in the fall.

M/S/P Johnson/Hiniker moved to authorize Rick Jacobson to purchase the necessary black dirt and to also take care of the dispersal of the additional chips at a cost not to exceed \$1,000. (4 ayes)

7. CHIEF OF POLICE –

- a) Report given. There were 8 burning permits, one for buckthorn. No dogs were impounded.
- b) Dog Licenses – Over 200 have been completed. Last time there were a total of about 416.
- c) Kennel License Renewal – Two kennel licenses have requested renewal (O’Crowley and Bouthilet). Steve Nelson has received no complaints and the Board had no objection to the renewals.
- d) Norell Trash Situation – There was hay and plastic bags in the County right of way. Steve Nelson had contacted Dennis O’Donnell who sent help to clean up the trash beyond the right of way. They are still working on this situation.
- e) Bruette CUP – Steve Nelson received a complaint that things were starting to pile up again. It has been cleaned up. This will need to be watched closely.
- f) Speeding Issues on Stonebridge – Both Steve Nelson and the Sheriff’s Department put in between 7 to 9 hours and wrote 7 citations for speeding and there were 6 stop sign violations.
- g) Little Carnelian Beach – There had been some complaints, but the parties were satisfied with the signs that were put up. There are still complaints and both Steve Nelson and the Sheriff’s Department are making every effort to respond quickly.

8. PROJECTOR – Bob Detloff, Advanced Home Environments, was present to discuss their quote for a projector system for the town hall. They would be willing to work with our own personnel to cut down on labor hours. There was discussion as to how much we would actually use this. There will be more discussion at the next meeting when a full Board is present.

9. MEETING GUIDELINES – A laminated copy of the guidelines should be available for the Chair for both the Town Board and Planning Commission. An organizational meeting in January should include a discussion on how to handle certain contentious situations. The public hearing sign up sheet could have the rules for the public’s behavior on it. There can be an article in the upcoming newsletter to review what Town Board meetings involve. Attorney Sam Edmunds had some rules on meetings that he will email to the Board and Clerk. There will be more discussion at the next meeting.

10. WATERSHED DISTRICT – Sheila-Marie Untiedt had talked to Tom Polasik who would like to come to a Town Board meeting to bring us up to date on what the Watershed is doing. The Clerk will invite him to a future meeting.

11. ADJOURNMENT – The meeting was adjourned at 9:30 p.m.

Clerk\_\_\_\_\_

Chairperson\_\_\_\_\_

Approved\_\_\_\_\_