STILLWATER TOWN BOARD MEETING

September 25, 2008 Town Hall 7:00 P.M.

PRESENT: Chairperson Linda Countryman, Supervisors Jim Doriott, Jim Hiniker and David Johnson, Clerk Pat Bantli, Deputy Clerk Kathy Schmoeckel, Treasurer Carol Collins, Attorney Cindy Kirchoff, Planner Sherri Buss and Park Manager Rick Jacobson.

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

2. MINUTES - M/S/P Hiniker/Doriott moved to approve the 9/11/08 Stillwater Town Board Meeting minutes as written. (4 ayes)

3. TREASURER -
   a) Report given.
   b) Claims and Checks #18853 through #18866 were approved for payment.
   c) Crosswinds Community Church escrow has been returned.
   d) Communication Committee meeting rate will start after this date if approved.
   e) The request by Mike Ranalla for payment for time he spent on the Township picnic was discussed. This should have been discussed before the event, not after it. Other members participated on a volunteer basis. There should be a discussion at the next park and planning commission meetings as to what their expectations are. The Town Board is grateful to the Park Committee for the time and efforts they put in to the successful picnic. At future picnics, the community at large can also be invited to participate in the planning.
   f) Raleigh Accounting Procedures - The Treasurer should not create a separate emergency fund since we have a future road and bridge fund. The problem was there was no discussion ahead of time for some of the extra work he had done. The Treasurer would like to increase the contingency fund. She will contact Raleigh on a regular basis to keep the actual amount spent more in line with the budgeted amounts. Engineer Paul Pearson had suggested that the contingency be set at 5% of the estimated budget. Some expenses are difficult to anticipate such as the amount of snow we receive and culvert repair. There will be more discussion at the budget meeting.

4. PLANNER -
   a) Update Metropolitan Council Post 2030 Sewer - Planner Sherri Buss had been told by Metropolitan Council that they have decided that they do not have staff and other resources available to complete the study of the post 2030 sewer area at this time. The staff indicated that the map and new policies related to open space ordinances will have no effect on our Comprehensive Plan and no change will be required in our ordinances. They will send a letter confirming this information. The Board requested that Sherri respond to the letter, and request

that the Metro Council remove the proposed post 2030 sewer area from the map until they are able to study the issue.

b) Car-Mar St. Croix Watershed Kick-Off Meeting - They are kicking off their rules and planning processes. May Township and Scandia have been working with the Watershed on the new rules, and believe that they are excessive.

c) Xcel Energy Permit - M/S/P Johnson/Hiniker moved that the Board approve the permit for repair of faulty cable on 107th Street on the condition that Engineer Paul Pearson has an opportunity to review and comment. (4 ayes)

5. KATE CHRISTOPHER - Ms. Christopher is running for the Minnesota House Seat 52B. She was present to talk about herself and solicit support from those present. She invited questions from the Board.

6. YOUTH SERVICES BUREAU - David Johnson had received a plaque which had been presented to the Township to recognize Stillwater Township as one of the founding community partners. He gave an update on the work being done by this organization and other organizations and communities providing financial and other support.

7. PARK COMMITTEE -

a) Jim Doriott had contacted Johnny Johnson about the rust issue in the Otto Berg Park shelter. While the warranty has expired, they are willing to work with us.

b) Jim Doriott has ordered three trash cans which should be installed shortly.

c) The signs are ready to be installed. Jim Doriott will discuss the signs with Park Manager Rick Jacobson.

d) Axdahl Park Proposal - The Axdahls have three acres, located at 116th Street and Arcola, valued at $64,000 for tax purposes, which they are willing to trade for their park fund dedication of $47,000. This is an outlot that is an unbuildable parcel. It has access off of the main road. The Park Committee will look into the potential of developing this parcel as a park. The neighborhood should also be part of the discussion.

8. PAINT FOR THE TOWN HALL - Clerk Pat Bantli suggested that the town hall is in need of paint. The consensus was that this should be done in the spring.

9. COMMUNICATION COMMITTEE -

a) Website - The committee is working on ownership of various items and mission and vision statements. After this work is completed we should consider going out for bids for a webmaster. A maximum of $2,000 is the budget for 2008 with $1,000 set aside for possible new developments. The same budget will apply for 2009.

b) Role And Make-Up Of The Committee - M/S/P Hiniker/Johnson moved to formally establish a Township Communication Committee with up to 7 members with the current members grandfathered in and future members appointed and with a meeting rate for members of $40.00 per meeting. (4 ayes)
There will also be staff (newsletter and website), a clerk and a town board liaison.

c) Newsletter - The theme of the next newsletter is the upcoming election. Sheila-Marie Untiedt will write an article about the ballot question. Linda Countryman reviewed other articles for the next newsletter.

10. MAILING LIST - Jim Hiniker had a CD of the Stillwater Township mailing list from Stillwater Printing. The County also has a list available for a cost.

M/S/P Johnson/Doriott moved to authorize the expenditure of up to $180 to buy a County mailing list. (4 ayes)

11. DONATIONS - There will be an article in the upcoming fall newsletter about the fact that donations will be dealt with at the Board level and the public is welcome to attend. This will not be a discussion item at the annual meeting. Anyone seeking support for activities that affect our community will be invited to apply. They can check with Clerk Pat Bantli as to when the budget meeting will be. The article can be placed on the website ahead of time.

12. ROLE, DUTIES AND RATES OF PAY FOR ANYONE CURRENTLY BEING PAID BY THE TOWNSHIP - There was discussion of the role, duties, and rate of pay of all people paid by the Township. Treasurer Carol Collins will be asked to prepare a list of all people or groups paid by the Township. The list will include the actual rates of pay.

13. PARK MANAGER RICK JACOBSON -
a) There are three Dutch Elm diseased trees by the Town Hall. Jim Doriott will check with Bonnie Haines about removal.
b) Signs have been ordered for no parking on the north side of 90th Street.
c) A new form for park reservations will be posted on the website.

14. ADJOURNMENT - The meeting was adjourned at 9:40 p.m.

Clerk_____

Chairperson_____

Approved_____