

STILLWATER TOWN BOARD MEETING

October 14, 2010

Town Hall

7:00 P.M.

PRESENT: Chairperson David Johnson, Supervisors Jim Hiniker, Linda Countryman, Sheila-Marie Untiedt and Matt Beane, Clerk Kathy Schmoeckel, Attorney Soren Mattick, Planner Berry Farrington, Treasurer Marsha Olson and Park Manager Rick Jacobson

1. AGENDA – M/S/P Hiniker/Beane moved to adopt the agenda as amended. (5 ayes)
2. MINUTES – M/S/P Untiedt/Hiniker moved to approve the 9/9/10 Stillwater Town Board Meeting minutes as written. (5 ayes)
3. TREASURER –
 - a) Report given.
 - b) Bank Issues – When Treasurer Marsha Olson was looking into moving funds to a higher yielding savings account, it came to light that our signature cards were not up to date. A representative from the bank will be at the next meeting to take the appropriate signatures.
 - c) Checks and Claims – The following checks and claims were approved for payment.

<u>Claim No</u>	<u>Vendor</u>	<u>Amount</u>
4341	MJ Raleigh Trucking	\$5,767.00
4349	TKDA	818.81
4347	Robert P. Ranalla Jr.	396.92
4350	Valley Green Lawn & Landscape, Inc.	2,003.23
4352	Xcel Energy	77.72
4344	On Site Sanitation	315.27
4339	League of Minnesota Cities	190.00
4342	Kathleen Nelson	56.06
4343	Stephen Nelson	785.00
4340	MFRA	3,198.40
4345	Qwest	101.17
4334	Campbell Knutson, PA	2,259.98
4335	Allied Insurance	100.00
4336	Department of Labor & Industry	713.73
4351	Washington Co. Public Safety Radio	100.02
4353	Rivard Stone Inc.	326.20
4337	Helmer Printing, Inc.	71.00
4346	Robert P. Ranalla Sr	33.29
4348	Kathryn Schmoeckel	63.23
4338	Richard Jacobson	211.89
4354	Marsha Olson	71.74
4355	PERA	344.29
4356	Internal Revenue Service	711.60

4357	Minnesota Department of Revenue	8.93
	Beane, Matthew R	445.48
	Jacobson, Richard L	685.07
	Nelson, Kathleen M	398.94
	Nelson, Stephen W	1,089.73
	Olson, Marsha Ann	280.65
	Ranalla, Sr. Robert P.	647.87
	Schmoeckel, Kathryn G	577.68

4. ATTORNEY –

- a) Assessor's Contract – Attorney Soren Mattick reviewed the proposed Contract with Washington County for Assessor's services which is for a five year term.
M/S/P Countryman/Beane moved to authorize the chair to sign the assessor's contract. (5 ayes)
- b) Fire Contract – The fire contract with the City of Stillwater was reviewed. Attorney Soren Mattick will contact the City to discuss changing the contract to have the same terms as previously. The contract does not have to be signed until the end of the year.
- c) Drainage Swale at 9730 Perkins – Engineer Paul Pearson had checked on a resident's concern with drainage issues at 9730 Perkins. He had a quote from Raleigh for repairs.
M/S/P Beane/Hiniker moved to accept the recommendation of the Township Engineer and authorize the expenditure to repair the drainage swale. (5 ayes)
- d) Recent Case Law on Variances – Soren Mattick reviewed issues with the stricter interpretation of the meaning of "hardship" in granting a variance. He will forward information on the case to the Town Board.

5. PLANNER

- a) Prchal Certificate of Compliance – The Prchals are seeking to build an accessory structure to the front of their house. This meets the zoning ordinance. Planner Berry Farrington had a suggested Certificate of Compliance with proposed conditions.
M/S/P Countryman/Untiedt moved to approve the Prchal Certificate of Compliance. (5 ayes)
- b) Stonebridge Property – Sheila-Marie Untiedt had received a complaint about the number of small buildings and pen areas on this property. The building inspector considers these structures to be agricultural structures and do not need permits.
- c) Adapting Ordinances to new Comprehensive Plan – The Planners will review if work needs to be done to update our ordinances and, if so, refer it to the Planning Commission.
- d) Traffic at Bergmann's – There had been some complaints about the about of traffic at Bergmanns. Their Certificate of Compliance should be added to Steve Nelson's list for inspection.

6. CLERK –

- a) M/S/P Untiedt/Countryman moved to authorize the Chair to sign the WCA resolution accepting WCA. (5 ayes)
- b) November 11 Town Board meeting – The November 11 Town Board meeting falls on Veterans’ Day and needs to be changed. The consensus was to have it on Thursday, November 4 at 7:00. No Planning Commission meeting is anticipated.
- c) SHIP Grant – The Clerk had sent in the pre-application for this grant to encourage health and physical activity in the Township. Matt Beane will ask the Park Committee to come up with ideas.

7. PARK COMMITTEE –

- a) Basketball Court – The basketball court in Otto Berg Park needs to be sealed and re-stripped. Matt Beane had a quote for about \$3,300 to do the work. The consensus was that the work should be done in the spring. More research should be done to see if any other work should be done at the same time.
- b) Tile in the tot lot – Matt Beane had a quote for \$14,325 for installation and materials. The consensus was that the area was recently re-chipped and should be good for a couple of years.

8. COMMUNICATION COMMITTEE – Sheila-Marie Untiedt reported that a four color recycling mailer will be sent out with the upcoming newsletter. The committee felt that with the next election cycle, there should be short biographies on the candidates for office. Soren Mattick advised that the number of words that candidates submit needs to be limited and not edited.

9. MEETING GUIDELINES – Linda Countryman had a second draft of the meeting guidelines. The rules can be on the back of agendas with a note to “please read meeting procedures on the back”. Linda Countryman will incorporate the discussion and submit another draft at the next meeting.

10. PROJECTOR/TV – A TV would be less expensive, require less wiring and be easier to operate than a projector. Matt Beane will check on prices. More discussion at the next meeting.

11. 94TH STREET – Sheila-Marie Untiedt had received a call from a resident regarding drainage issues on 94th Street. She had met with Mike Raleigh and Paul Pearson to look at the road. It has now been re-graded and a considerable amount of gravel has been added. There was discussion as to whether this might be a candidate for Otta-Seal. We could possibly look at other roads that could be done at the same time.

12. MAT ANNUAL MEETING – Linda Countryman said that she is considering attending the meeting in Duluth. Others may also attend. More discussion at the next meeting.

13. ADJOURNMENT – The meeting was adjourned at 9:15 p.m.

Clerk _____

Chairperson _____

Approved _____