

**MINUTES  
ORGANIZATIONAL & REGULAR  
TOWN BOARD MEETING  
JANUARY 6, 2020**

The meeting was called to order at 7:00 p.m.

Present: Supervisors: Prudhon, Ruzek, McCune; Clerk: Christopherson; Attorney: Lemmons;

Absent: Town Planner: Riedesel; Public Works Director: Reed; Town Engineer: Poppler; all with notice.

**APPROVAL OF AGENDA (Additions/Deletions):** Ruzek moved to approve the agenda as submitted with the added consent agenda item 5S) License Agreements – 2609 & 2627 South Shore Boulevard, with supplemental information. McCune seconded. Ayes all.

**APPROVAL OF PAYMENT OF BILLS:** Ruzek moved to approve payment of bills. McCune seconded. Ayes all.

**APPROVAL OF MINUTES OF DECEMBER 16, 2019 (Additions/Deletions):** Ruzek moved to approve the minutes of December 16, 2019. McCune seconded. Ayes all.

**CONSENT AGENDA:** McCune moved to approve:

**5A) Town Board Appointments:** Chair – Ed Prudhon; Vice-Chair – Steve Ruzek; Clerk-Treasurer—Patrick Christopherson; Deputy Clerk – Patti Walstad; Finance Officer/Deputy Treasurer – Tom Kelly;

**5B) Township Officials:** Building Official/Code Enforcement/Compliance Officer – Mike Johnson; Hearing Officer – Hon. Harry Crump (Administrative Fines); Economic Development Coordinator – Patrick Christopherson; Public Works Director – Dale Reed; Town Planner – Tom Riedesel; Fire Marshall/Fire Chief – Greg Peterson; Assistant Weed & Tree Inspectors – Pete Tholen, Paul Peltier;

**5C) Advisory Commission Liaisons:** Park Board Liaison – Steve Ruzek; Planning Commission Liaison – Steve Ruzek; Utility Commission Liaison – Scott McCune; Public

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Safety Commission Liaison – Scott McCune; Economic Development Advisory Board Liaison – Ed Prudhon;

5D) **Representatives to Organizations:** Ramsey County League of Local Governments – Steve Ruzek; Alternate – Patrick Christopherson; Vadnais Lake Area Water Management Organization-Board of Directors – Ed Prudhon; Alternate – Scott McCune; Vadnais Lake Area Water Management Technical Committee – Paul Duxbury; Staff Alternate – Ron Denn; Ramsey/Washington County Cable Commission – Ron Denn; Alternate – Luke Michaud; White Bear Area Chamber of Commerce – Patrick Christopherson; Alternate – Scott McCune; Rush Line Corridor – Scott McCune; Staff Alternate – Tom Riedesel; Northeast Youth & Family Services – Scott McCune;

5E) **Professional Services Appointments:** Town Attorney – Chad D. Lemmons, Patrick J. Kelly, Asst. Atty., Kelly & Lemmons P.A.; Town Prosecutor – Caroline Bell Beckman, Kari Quinn, Asst. Atty., Erickson, Bell, Beckman & Quinn P.A.; Town Engineer – Jim Studenski & Larry Poppler, TKDA & Assoc.; Town Auditor – James H. Eichten, PCA Malloy, Montague, Karnowski, Radosevich & Co., P.A.; Financial & Bonding Advisors – Paul Steinman, Baker Tilly municipal Advisors; Environmental/Scientists/Traffic/Transportation Consultants – Brad Woznak, Short, Elliott, Hendrickson; Animal Control Officer – Officer Mario Lee, Ramsey County Sheriff's Office; Electrical Inspector – Pete Tokle, Tokle Inspections; Recording Secretary – Megan Cavanaugh; Cable Technician – Lisa Senopole; Town Arborist – S & S Tree Service; Town Veterinarians – Dr. Amy Kruchowski & Dr. Shelly Langlie, Lake Animal Hospital;

5F) **Robert's Rules of Order** – Adopt as Rules of Conduct for meetings;

5G) **Official Posting Places** – Designate the Town Administrative Offices, Heritage Hall, Well #6, Bellaire Park & Glider Park as the Official Posting Places;

5H) **Official Newspaper** – Designate Press Publications – White Bear Press as Official Newspaper;

5I) **Establish Meeting Dates** – 1) Town Board meetings 1<sup>st</sup> & 3<sup>rd</sup> Mondays of each month beginning at 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road unless otherwise designated; 2) Town Board Executive meetings the 4<sup>th</sup> Friday of each month beginning at 11:00 a.m. at the Township Administrative Office unless otherwise designated;

5J) **Advisory Boards / Commission Members / Service Providers** – All advisory Board, Commission Members & Service Providers are recognized for their outstanding service to the Township;

5K) **2020 Utility Connection Charge** – Approve the 2020 Utility Connection Charge;

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5L) **Northeast youth & Family Services** – Based on Finance Officer review & recommendation approve the 2020 Agreement;

5M) **Bank Depository Designation** – Based on staff review & recommendation designate institutions outlined in the staff memo & adopt resolution designating persons to handle Township bank accounts;

5N) **Columbus Day** – Adopt resolution not recognizing Columbus Day as a holiday;

5O) **Friday after Thanksgiving** – Adopt resolution recognizing the Friday after Thanksgiving as a holiday;

5P) **I-35E Corridor** – Adopt resolution to participate in the I-35E Corridor Management Team for 2020;

5Q) **2020 Pay Scale** – Approve;

5R) **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & including his recommended conditions, approve the XcelEnergy permit to install a new pole to an existing line to improve the vertical clearance in the area of 2521 Taylor Avenue;

5S) **License Agreements – 2609 & 2627 South Shore Boulevard** – Approve based on Public Works Director recommendation approve subject to review & approval by the Town Attorney. Ruzek seconded. Ayes all.

**SAPUTO DAIRY FOODS USA, LLC GRANT FUNDS – ACCEPT GRANT FUNDS FOR CONSTRUCTION OF BELLAIRE BEACH SHELTER – CALL SPECIAL TOWN BOARD MEETING TO TOUR NEW COVERED TRAIL BRIDGE IN MAHTOMEDI**: The Town Clerk reported that he recommends the Board table this agenda item until the Town Attorney can review the grant and all other documents. There was question of dates to view the covered bridge. It was the consensus that this part should also be tabled until warmer weather. The Park Board will give the tour and coordinate with Mahtomedi. This agenda item was tabled.

**ADDED AGENDA ITEMS**: The Board wanted to recognize the commissioners of all the boards and commissions. Ruzek read off the names of the Planning Commissioners: Ronald Denn (Chair), David Kotilinek (Vice Chair), Monica Loes, Howard Blin, Zachary Flann, Beth Artner, Steve Swisher. It was noted that Tom Riedesel is the Advisor.

McCune read off the names of the Public Safety Commissioners: Stephen Lee (Chair), James Linn (Vice Chair), Patrice Pozzini-Stedman, Sandra LeBlanc, Richard Brueckner, Connie Anderson, Mark Griffin. It was noted that Patrick Christopherson is the Advisor.

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Ruzek read off the names of the Park Board members: Scott Lombardi (Chair), Salena Koster (Vice Chair), Curt Akenson, Erik Josephson, Patricia Lee, Steve Reeves, Richard Sinclair. It was noted that Tom Riedesel is the Advisor.

McCune read off the names of the Utility Commissioners: Paul Groschen (Chair), Nancy C. Pehrson (Vice Chair), Trent Bernstein, Dennis DeLoach, Sylvia Hesse, George Fredericks. It was noted that Patrick Christopherson is the Advisor.

Prudhon read off the names of the Economic Development Advisory Board members: Paul Keleher (Chair), Thomas J. Horak (Vice Chair), Beth Artner, Curt Akenson, Justin Stofferahn, Kent Brunner. It was noted that Patrick Christopherson is the Advisor.

It was noted that there are two vacancies available, one on the Economic Development Advisory Board and one on the Utility Commission.

**OPEN TIME:** No one appeared for open time.

**RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS:** McCune motioned to receive all Agenda Materials & Supplements for tonight's meeting. Ruzek seconded. Ayes all.

Ruzek moved to adjourn the meeting at 7:09 p.m. McCune seconded. Ayes all.

Respectfully Submitted,

Patrick Christopherson  
Recording Secretary

Approved as Official Meeting Minutes

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Town Board Chair

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Date