

Board of Supervisors  
ROBERT J. KERMES, *Chair*  
ED M. PRUDHON  
STEVEN A. RUZEK



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WHITE BEAR TOWNSHIP, MN 55110

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**AGENDA  
UTILITY COMMISSION MEETING  
MARCH 8, 2018**

1. **7:00 p.m.** Call Meeting to Order at Township Office Conference Room, 1281 Hammond Road.
2. Approval of March 8, 2018 Agenda (Additions/Deletions).
3. Approval of February 8, 2018 Minutes (Additions/Deletions).
4. Consent Agenda:
  - a. Receive Monthly Sewer & Water Report.
  - b. Receive EDAB Minutes.
  - c. Receive Republic Services Monthly Service Report.
5. Commissioner's Report.
6. Public Works Director Report.
7. DNR/WBL Lawsuit – Overview.
8. Water Conservation:
  - a. Irrigation Restrictions.
  - b. Implementation.
9. Stormwater Projects – Review.
10. Next Meeting Date / Agenda Items.
11. Added Agenda Items.
12. Adjournment.





**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 1 – 2- 3

**Subject:** Call to Order – 7:00 p.m.  
WBT Administrative Conference Room

Approval of March 8, 2018 Agenda &  
February 8, 2018 Minutes

**Documentation:** March 8, 2018 Agenda &  
February 8, 2018 Minutes

**Action / Motion for Consideration:**

Call meeting to order: 7:00 p.m.  
Approval of Agenda: March 8, 2018 (Additions / Deletions)  
Approval of Minutes: February 8, 2018

**MINUTES  
UTILITY COMMISSION MEETING  
FEBRUARY 8, 2018**

The meeting was called to order at 7:02 p.m.

Present: Bernstein Deloach, Fredericks, Groschen, McCune, Pehrson;  
Clerk: Short; Public Works Director: Reed.

Absent: Kermes and Hesse with notice.

**APPROVAL OF AGENDA (Additions/Deletions):** Deloach moved approval of the agenda as submitted. Bernstein seconded. Ayes all.

**APPROVAL OF NOVEMBER 9, 2017 MINUTES (Additions/Deletions):** Bernstein moved approval of the November 9, 2017 Minutes. Deloach seconded. Ayes all.

**CONSENT AGENDA:** Deloach moved to approve the Consent Agenda as follows: 4A) Receive Monthly Sewer & Water Report; 4B) Receive EDAB Minutes; 4C) Receive Republic Services Monthly Service Report. McCune seconded. Ayes all.

**COMMISSIONER'S REPORT: Cambridge Downs:** The North Oaks Company has submitted a sketch plan proposal for 29 single family homes for their 27.61 acre property located in the 5500 block of Centerville Road. The property is one-half wetland and one-half upland. The property is located between Centerville Road and Peterson Road, north of County Road H-2 and south of Anderson Lane. A roadway connecting Centerville Road to Peterson Road is proposed. Peterson Road is the last gravel road in the Township. The upgraded road is proposed to have concrete curb and gutter. The planned unit development will be served by public sanitary sewer and public water services. When the property is developed and sewer and water and a paved road are extended through the property, extending sewer and water to all of Peterson Road could be included with the development of this property. **Comprehensive Plan:** The Town is working on updating the Comprehensive Plan for 2020 – 2040. Staff is working with consultants on the projects. **Budget:** The 2018 budget was approved at the Town Budget Meeting in December. The 10-year Capital Improvement Plan was also approved. The CIP helps anticipate and fund major capital improvements. **Small Cell Wireless Technology:** This new wireless technology is heavily dependent on obtaining use of public infrastructure in the public rights-of-way, such as light poles and traffic signals, due to a much greater number of antennas being required. This has led to significant pressure on each of the four major wireless carriers and neutral host companies to quickly and inexpensively gain access to these assets in the public rights-of-way in order to provide the new generation services. The Town has reviewed existing ordinance regarding managing rights-of-way to be sure that it adequately addresses small cell facilities. Municipalities must update their codes to conform with the new law.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director reviewed Public Works Department Activity for the months of November, December 2017 and January 2018. It was noted that the Utility Commission has not met since November 9, 2017 so the monthly reports have not been reviewed since that time. **Water Meter Repair / Reading:** The Public Works Director has provided Corey Luft, Core & Main, water meter vendor, with the estimated number of water meters that are in place. Staff and Town Attorney are working on the matter. **GIS:**

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FEBRUARY 8, 2018

The GIS Request for Proposals is under review by the Clerk/Treasurer and will be presented to the Town Board for approval. The Township currently has the water, sanitary sewer, and storm water system on an electronic mapping system. The Geographic Information System links documents where hydrants, gate valves, and curb stops may be located. This current system does not have any asset management capabilities. A GIS system will provide this and other information. **Warning Sirens:** The sirens and controls have been delivered to Public Works and will be installed by the April deadline given to the communities by Ramsey County. **Water System Improvements/Issues:** 1) Well #5: The veneer contractor has completed the thin brick and block veneer application. The acid wash of the exterior will be completed in late spring, early summer along with some warranty work. 2) An interconnect for the area south of Highway 96 with the City of White Bear Lake's water system is going to be proposed to the Town Board in 2018. The Town Engineer and Public Works Director will visit the possible interconnect locations in late spring to determine which is the most feasible. 3) Water Tower Clean and Coat was unable to complete the cleaning of the South Water Tower in 2017. They will clean the tower in late spring of 2018. 4) Well #1 is up for rehabilitation in 2018. The work includes repair and replacement of well pump, shaft, and column piping. An electronic transducer will also be part of the rehab. This is the only well without a transducer in the system. 5) A concrete floor will be installed in the base of the northeast water tower. **Sanitary Sewer System Improvements/Issues:** 1) The 2017 I/I project was awarded by the Town Board on October 2<sup>nd</sup> to Visu-Sewer, Inc. The Public Works Director is in contact with Todd Stelmacher, the Visu-Sewer project manager, to discuss the start of the I/I work. Work will start in late March, early April because of cold weather delays on other projects. 2) The televising has been awarded to Visu-Sewer for Cottage Avenue, Prospect Avenue, and Lakeview Avenue and a small section of gravity line between the West Bald Eagle Easement and Lift Station #3. 3) Lift Station #10 will be rehabilitated in 2018. **Street Improvement Program:** 1) The Town Engineer has been directed by the Town Board to prepare a feasibility report on the Bellaire and Eastwood Manor neighborhoods. 2) 2018 Sealcoat Project specifications and maps were presented to the Town Board on February 5<sup>th</sup> for approval to advertise and bid.

**REPUBLIC SERVICES – INTRODUCTION OF NEW MANAGEMENT:** Bev Mathiasen, Municipal Services Manager and Kyle Rawleigh, Division Manager attended the meeting to introduce themselves and to discuss the services provided under contract by Republic Services. The Town is in the second year of a five year contract with Republic Services. In 2018 there are no changes in the rates. There was discussion regarding the reference guide prepared by Republic Services. Bev Mathiasen will review the guide and include any update in services. A list of what is and what is not accepted for recycling will be included in the guide. She stated that plastic bags should not go into recycling. The bags get caught in the processing equipment. She noted that many retail outlets will accept used plastic bags. Minnesota, along with Oregon and Washington State are far ahead of other states in recycling. Bev Mathiasen reported that Republic would like to see continued increase in recycling. Republic would like to build another building to handle recycling. She stated that Republic pretty much accepts most anything. Their efforts for finding an end market for recycled materials can be a challenge. In Minnesota Republic is careful of what is put in the landfill. She explained that the City of White Bear Lake bills out for the services that Republic provides. In the Township, Republic Services takes care of the billing. Bev Mathiasen reported that Republic has a 24-hour three call center system. The first calls placed from Minnesota are

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FEBRUARY 8, 2018

directed to Indianapolis, then North Carolina followed by Phoenix. They are working on a subdivision for calls from Minnesota. There will be a team that only handles Minnesota calls. A start date has not been determined as yet for the call center. She will let the Town know when it is up and operating. Bev and Kyle stated that anyone with a question can contact them.

**DNR/WBL LAWSUIT – OVERVIEW:** The judge's order on August 30, 2017 states that the DNR's current and planned permitting of high capacity groundwater appropriations and management of White Bear Lake and the Prairie du Chien-Jordan aquifer violates the public trust doctrine by causing a continuing decline in the levels of both the lake and aquifer that diminishes the size of the lake and its lakebed and adversely impacts public uses of the lake and that the DNR failed to take remedial measures within its authority to protect the lake and aquifer when it had knowledge that its actions in issuing and failing to manage high capacity groundwater pumping permits adversely affected the lake and aquifer. The court has ordered that the DNR review all existing groundwater appropriations permits within a 5-mile radius of the lake; set a collective annual withdrawal limit for White Bear Lake; prepare, enact and enforce a residential irrigation ban when the level of the lake is below 923.5 feet; require that all existing permits include an enforceable plan to phase down per capita residential water use to 75 gallons per day and total per capita water use to 90 gallons per day; require that all groundwater permittees report annually to the DNR on collaborative efforts with other northeast metro communities to develop land for the above. The court has set a trigger elevation of 923.5 feet for implementation of the protected elevation of White Bear Lake. For discussion at next month's meeting water conservation and an irrigation ban will be discussed.

**CURRENT SPRINKLING REGULATIONS – REVIEW:** Current sprinkling regulations and the irrigation ban will be addressed in future meetings.

**WATER CONSERVATION – IMPLEMENTATION:** Information was reviewed that outlined the results of the Metropolitan Council Water efficiency Grant summary. 940 clothes washers were replaced; 1,190 irrigation controllers; and 2,380 toilets. The replaced clothes washers saved 4,175,751 gallons of water annually; replaced irrigation controllers saved 18,076,698 gallons; and replaced water sense toilets saved 29,767,485 gallons annually.

At 9:00 p.m. Pehrson moved to continue the meeting to 9:10 p.m. Bernstein seconded. Ayes all.

**STORMWATER PROJECTS – REVIEW:** The Public Works Director reviewed the identified stormwater project listing. He noted that it is anticipated that \$300,000 is available for projects at this time. He reported that outfall #5 located at West Bald Eagle Boulevard and St. Anthony needs to have sediment cleared away from outlet end. The outlet needs to have a flared end section with rip rap added. There are currently no measures to dissipate the energy from the flow into Bald Eagle Lake. Outfall #6 located at East Bald Eagle Boulevard and Park Avenue needs a flared end section added with rip rap to control erosion of lake bed due to flows during rain events. The existing outfall flow is 85% Township and 15% Ramsey County based on surface area drainage calculations provided by Ramsey County. The outfall has been identified by RCWD for a possible in-line treatment device, so grant funding may be available.

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FEBRUARY 8, 2018

These two outfalls are a priority. Other stormwater projects were reviewed. It was the consensus to recommend \$100,000 for stormwater projects at this time. The Utility Commission will continue to review with the Public Works Director projects that need to be done.

Bernstein moved to recommend to the Town Board that \$100,000 of the Stormwater Utility Fund be available for stormwater projects as recommended by the Public Works Director for projects to be done. Groschen seconded. Ayes all.

**NEXT MEETING DATE / AGENDA ITEMS:** The next Utility Commission meeting is scheduled for Thursday, March 8, 2018. Items for discussion will include: 1) DNR/WBL lawsuit regarding irrigation ban and water conservation; stormwater projects.

McCune moved to adjourn the meeting at 9:20 p.m. Pehrson seconded. Ayes all.

Respectfully Submitted,

Joan J. Clemens

Recording Secretary



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 4A - Consent

**Subject:** Receive Monthly Sewer & Water Report

**Documentation:** Report Not Available  
Watermain Leak Report

**Action / Motion for Consideration:**

Receive Information



**WATERMAIN LEAK REPORT**

\*\*\*\*\*

**NO.:** 1                      **LOCATION:** 2569 Co. Rd. F

**TIME REPORTED:** 11:00 AM                      **DATE:** 2.07.18

**REPORTED BY:** Paul Peltier

**ADDRESS:** 2569 Co. Rd. F

**REPORT RECEIVED BY:** Pete Tholen

**DESCRIPTION OF RUPTURE OR BREAK:** Sheer

**PROBABLE CAUSE OF RUPTURE OR BREAK:** Frost

**SIZE AND MATERIAL OF PIPE:** 6"

**QUANTITY OF WATER ESCAPING:** 90,264 gal.                      **G.P.M.:** 501

**TIME CREW REACHED SITE OF LEAK:** 12:45 PM                      **DATE:** 2.07.18

**TIME FLOW OF WATER WAS STOPPED:** 1:45 PM                      **DATE:** 2.07.18

**TIME WATER ON AFTER REPAIRS:** 7:00 PM                      **DATE:** 2.07.18

**ACTION TAKEN TO REPAIR LEAK:** St Paul Regional Water installed a 12" stainless steel band to complete the repair.

**REMARKS:** St Paul Regional Water did not begin digging till Bellaire School let out at 2:00 PM due to bus traffic.

**WORK PERFORMED BY:** Water Conservation Services Inc. was contacted to locate leak. St. Paul Water was contacted to complete the repair. Warning Lites of MN set up traffic control and Township staff flagged traffic.



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 4B - Consent

**Subject:** Receive EDAB Minutes

**Documentation:** None

**Action / Motion for Consideration:**

**MINUTES  
ECONOMIC DEVELOPMENT ADVISORY BOARD MEETING  
FEBRUARY 13, 2018**

The meeting was called to order at 6:10 p.m.

Present: Artner, McCune, Scherman; Clerk: Short.

Absent: Kermes, Horak, Keleher, Zinschlag with notice.

**APPROVAL OF AGENDA (Addition/Deletions):** Artner moved to approve the agenda as submitted. McCune seconded. Ayes all.

**APPROVAL OF NOVEMBER 14, 2017 MINUTES:** Artner moved approval of the November 14, 2017 meeting minutes. McCune seconded. Ayes all.

**CENTERVILLE ROAD SIGNAL & MEDIAN IMPROVEMENTS:** The Clerk reviewed the concept plan for a new Lund's/Byerlys grocery store on an 8.4 acre site near the Cub Food store. Due to increased traffic, modifications to Centerville Road are proposed. One modification is a new northbound travel lane to the proposed Lund's/Byerlys entry drive. A second traffic modification is the installation of a traffic signal at the new intersection. Ramsey County has not budgeted either improvement. Changes to the median on Centerville would include widening and extending the median. There is also a plan to modify the intersection at Centerville Road and Meadowlands Drive. The County will pay for the median work but indicated that they have no funding for the traffic signal.

The Clerk reviewed the Centerville Road signal and median modifications. Total cost of the project is estimated to be \$814,000. The cost for the signal is \$300,000 traffic generated by all of the developed property at this corner will contribute to the need for a signal. The cost for the signal has not been identified as yet. Ramsey County has approved the layout for the traffic signal, lane changes, and median widening.

There was discussion regarding the potential source of Township funding, if necessary. Possible funding may be the following sources:

1. Meadowlands TIF – 1990 Meadowlands Agreement: 1) 70% Developer's assistance; 2) 10% Admin; 3) 10% Meadowlands Drive (\$39,000); 4) General Surplus Increment – Park Board. All of this increment has been spent.
2. Assessments (must prove benefit exceeds cost – appraisals, public hearings, appeals).
3. Tax Abatement. This reduces Township property tax and the process is complicated.
4. Township Gas Tax: \$25,000. These funds are currently placed in the General Fund under road maintenance, and would cause the need to raise the levy.
5. Township "Improvement Fund" (There is \$972,000 in this fund. These are funds are not restricted but are set aside for curb replacement and contribution to seal coating programs.)
6. EDA Fund / General Surplus Increment. There are no qualified funds in this account at this time. (Cortec, Drill-A-Matic, Thermoform already spent.)
7. EDA Fund / Loan Payback Account. There are no restrictions for these funds. The balance as of January 1, 2018 is \$445,000.

After review and considerable discussion it was the consensus that either number 5 or 7 be recommended to be used for the Town's share of the traffic signal.

McCune moved that if a Township contribution is necessary, that the EDAB recommend to the EDA that the traffic signal at Centerville Road is a reasonable economic development benefit and will improve traffic safety and movement in this important commercial area of the Township, noting that the benefits are for many nearby Township businesses and not only for the proposed Lund's/Byerlys store. Scherman seconded. Ayes all.

Scherman moved to recommend to the EDA that if a Township contribution is necessary, that the EDAB sees benefit for the traffic signal and recommends approval of the project and if the EDA chooses to assist in funding the signal #5) Township Improvement Fund or #7) EDA Fund / Loan Payback Account be used, or a combination of both. McCune seconded. Ayes: Scherman and McCune. Nay: Artner.

McCune noted that it was a tough decision for the EDAB to accept who is responsible for what regarding this project.

**TIF UPDATE:** The Clerk reviewed the Administration Account for TIF districts. The Board used to transfer the administration fees to the General Fund to cover staff time involved in economic development including such things as preparing development agreements. The TIF attorney's time is sometimes paid from administration fees. Usually TIF consultants are paid out of the application fee paid by a developer for a development agreement. In 2018 the beginning fund balance for administration fees is \$6,669.74.

**MARCH MEETING – RESCHEDULE:** The regular date for the March EDAB meeting is March 13<sup>th</sup>. The Annual Town Meeting is also scheduled for that date. It was the consensus that a March meeting would not be necessary. If something comes up that needs discussion the March EDAB meeting will be held on Wednesday, March 14<sup>th</sup> at the regular time.

McCune moved to adjourn the meeting at 7:35 p.m.

Respectfully Submitted,

William F. Short  
Clerk-Treasurer



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 4C - Consent

**Subject:** Republic Services Monthly Service Report

**Documentation:** Report

**Action / Motion for Consideration:**

Receive Information

**Service Report By Month for White Bear Township**

2018



Calls from residents, reported as 'missed pick-ups'

|           | Trash | YardWaste | Recycle | Totals |
|-----------|-------|-----------|---------|--------|
| JANUARY   | 10    | 0         | 4       | 14     |
| FEBUARY   |       |           |         | 0      |
| MARCH     |       |           |         | 0      |
| APRIL     |       |           |         | 0      |
| MAY       |       |           |         | 0      |
| JUNE      |       |           |         | 0      |
| JULY      |       |           |         | 0      |
| AUGUST    |       |           |         | 0      |
| SEPTEMBER |       |           |         | 0      |
| OCTOBER   |       |           |         | 0      |
| NOVEMBER  |       |           |         | 0      |
| DECEMBER  |       |           |         | 0      |

Possible collection sites per system, per week

3,851

Possible collection sites per system, per month, with 4.33 weeks per month

16,675

Possible collection sites for all routes per month April 1 - Nov 30

50,024

Possible collection sites for all routes per month Dec 1 - March 31

33,350



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 5

**Subject:** Commissioner's Report

**Documentation:** None

**Action / Motion for Consideration:**

Receive Information



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 6

**Subject:** Public Works Director Report

**Documentation:** Reports

**Action / Motion for Consideration:**

Receive Information

**White Bear Township  
Town Board Update  
On  
Public Works Department Activity  
(February 2018)**

1. **Lift Station Upgrades–**
  - TKDA will provide a engineering proposal for developing bid documents for Lift Station #10 in early 2018.
  - Lift Station #3 Project. The Public Works Director is working with the Churchills, Vissers, and ? on a landscaping design to address there concerns.
2. **Safety**
  - The revised Job Hazard Analysis sheets are now being reviewed and signed by staff.
3. **Water Meter Repair/Reading**
  - Water meter issue update – A follow up meeting with Sensus representative and Core&Main representative was held today.
  - Commercial meter testing will begin soon with the information that has been provided by Utility Billing.
4. **2016-2020 Capital Equipment/Capital Improvement Programs**
  - The GIS Request for Bids has been placed on hold per staff's request, to further investigate the use by departments other than Public Works.
  - Replacement of the Town warning sirens – A site survey needs to be completed by the Public Works Director to provide the installation contractor, West Shore Services. The installation is scheduled for March at this time.
5. **Storm Water Program**
  - The Storm Water project listing was presented to the Utility Commission in February and they recommended \$100,000.00 to start the bidding process on projects listed.
  - Ramsey County has provided a draft cost share agreement that has been reviewed by the Town Attorney, and returned to Ramsey County for review and incorporation into the agreement.
6. **Water system improvements/issues**
  - Well #5/Treatment Plant #1 veneer project. The acid wash of the exterior will be completed in late spring early summer along with some warranty work.
  - An interconnect for area south of TH 96 with the City of White Bear Lake's water system is going to be proposed to the Town Board in 2018. The Town Engineer and Public Works Director will need to visit the possible interconnect locations to determine which is the most feasible, in the late spring, due to the current snow cover.

- Water Tower Clean and Coat was unable to complete the cleaning of the South Water Tower in 2017. They will clean the Tower in the late spring of 2018.
  - The Town Board approved the specifications and advertisement for bids on February 5, 2018 for Well #1 rehabilitation in 2018. The work includes repair and replacement of well pump, shaft, and column piping. An electronic transducer will also be part of the rehab. This is the only well without a transducer in the system.
  - A concrete floor will be installed in the base of the Northeast Water Tower.
- 7. Sanitary sewer system improvements/issues**
- The 2017 I/I project was awarded by the Town Board on October 2<sup>nd</sup> to Visu-Sewer, Inc. The Public Works Director is in contact with Todd Stelmacher, the Visu-Sewer project manager, to discuss the start of the I/I work. Work will in late March, early April because of cold weather delays on other projects.
  - The televising has been awarded to Visu-Sewer for Cottage Avenue, Prospect Avenue, and Lakeview Avenue. A small section of gravity line between the West Bald Eagle Easement and Lift Station #3.
  - Lift Station #10 will be rehabilitated in 2018.
- 8. Street Improvement Program.**
- The Town Engineer has been directed by the Town Board to prepare a feasibility report on the Bellaire and Eastwood Manor neighborhoods.
  - 2018 Sealcoat Project specifications and advertisement for sealed bids was approved by the Town Board on February 5<sup>th</sup>.
- 9. Sign replacement program (retroreflectivity standard)**
- Street name sign replacement is proposed for 2019. Staff is currently taking inventory of our existing sign locations and number. The CIP \$\$\$ may need to be increased.
- 10. Personnel Updates:**
- Advertisements for open seasonal worker positions have been posted.
- 11. Park Projects:**
- Apple Tree Park Playground replacement project - The adult fitness equipment will be installed in the spring of 2018.
  - Bellaire Beach house rehabilitation.
  - The Public Works Director has received quotes for the removal and replacement of the asphalt Eagle Park Tennis Courts.
  - The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2018. The Public Works Director is working on specifications for the project to be approved by the Town Board.

- A pitching mound will be constructed on Field #2 in the Polar Lakes. A quote has been received and the work will be completed over the summer of 2018.

**12. Ramsey County Projects within the Township;**

**2018**

- Mill and Overlay of County Road J from Highway 61 to Portland Avenue North.
- System Improvements on Highway 96.

**2019**

- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F.
- Concrete Rehab of Highway 96 from I-35E to Highway 61.

**2020-2022 Proposed**

- Co Rd F from McKnight Road to Century (East Co Ln)
- Co Rd H-2 from Centerville Road to West Bald Eagle Boulevard
- Otter Lake Road from Goose Lake Road to CSAH 96
- Portland Avenue from Highway 96 to Taylor Avenue.

**13. Informational sharing regarding Public Works in general:**

**Public Works Jobs for February 2018**

1. Monthly safety inspections of fall harnesses, fire extinguishers, lighting, first aid kits and A.E.D.
2. Painted and patched walls in the Public Works building and hung frames for maps of the Towns infrastructures
3. Continuing doing water testing and monitoring of the towns water system
4. Operating and testing water at well # 5
5. Continuous water testing at well's 1, 3, 4, 5 and 6
6. Continued water meter repairs and reading
7. Completed all 15 Sate water tests for this month
8. Various water shut offs at empty/abandoned homes from frozen pipes that thawed out and began leaking
9. New construction water turn on's
10. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
11. Snow and ice control on Town roads and parking lot's
12. Benched snow banks back on all Town roads where allowed
13. Roadside tree trimming
14. Completed a concrete patch on Co. Rd. F Emptied trash in all the parks
15. Snow removal on Town sidewalks and trails

16. Continue to flood the Town's 3 ice rinks
17. Continue to haul woodchips for the Red Pine Trail system
18. Water main break on F and Lakewood.

**Mechanic jobs for February 2018**

Repaired the Bobcat broom

Change/modified the Bobcat snow blower shoes

Replaced 4 hydraulic lines on #44 (Cat Loader)

Sealed the deck boards on #51 (Skid Steer Trailer)

Serviced multiple pieces of equipment

Replaced ignition switch on #12 (Pull behind air compressor)

Replaced back up alarm on #41 (Single axle plow truck)

Replaced back up alarm on #36 (1-ton dump)

Replaced and rewired sander light on #40 (Single axle plow truck)

Replaced fuel filter on #21 (Toolcat)



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 7

**Subject:** DNR/WBL Lawsuit - Overview

**Documentation:** None

**Action / Motion for Consideration:**

Receive Information / Discuss

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**Minutes  
Utility Commission Meeting  
February 8, 2018**

**DNR/WBL LAWSUIT – OVERVIEW:** The judge's order on August 30, 2017 states that the DNR's current and planned permitting of high capacity groundwater appropriations and management of White Bear Lake and the Prairie du Chien-Jordan aquifer violates the public trust doctrine by causing a continuing decline in the levels of both the lake and aquifer that diminishes the size of the lake and its lakebed and adversely impacts public uses of the lake and that the DNR failed to take remedial measures within its authority to protect the lake and aquifer when it had knowledge that its actions in issuing and failing to manage high capacity groundwater pumping permits adversely affected the lake and aquifer. The court has ordered that the DNR review all existing groundwater appropriations permits within a 5-mile radius of the lake; set a collective annual withdrawal limit for White Bear Lake; prepare, enact and enforce a residential irrigation ban when the level of the lake is below 923.5 feet; require that all existing permits include an enforceable plan to phase down per capita residential water use to 75 gallons per day and total per capita water use to 90 gallons per day; require that all groundwater permittees report annually to the DNR on collaborative efforts with other northeast metro communities to develop land for the above. The court has set a trigger elevation of 923.5 feet for implementation of the protected elevation of White Bear Lake. For discussion at next month's meeting water conservation and an irrigation ban will be discussed.



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 8

**Subject:** Water Conservation:  
a. Irrigation Restrictions  
b. Implementation

**Documentation:** None

**Action / Motion for Consideration:**

Receive Information / Discuss

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**Minutes**  
Utility Commission Meeting  
February 8, 2018

**WATER CONSERVATION – IMPLEMENTATION:** Information was reviewed that outlined the results of the Metropolitan Council Water efficiency Grant summary. 940 clothes washers were replaced; 1,190 irrigation controllers; and 2,380 toilets. The replaced clothes washers saved 4,175,751 gallons of water annually; replaced irrigation controllers saved 18,076,698 gallons; and replaced water sense toilets saved 29,767,485 gallons annually.

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**Ordinance No. 12**

**SECTION 24. SPRINKLING.**

**24-1. RESTRICTED HOURS.** The use of the Town Water Supply System for lawn sprinkling and irrigation, shall be limited to the following hours and days for the entire year:

**24-1.1.** Even numbered houses may use their Water System for the above stated uses only on even numbered days from 6:00 a.m. to 10:00 a.m. and 6:00 p.m. to 10:00 p.m.

**24-1.2.** Odd numbered houses may use their Water System for the above stated uses only on odd numbered days from 6:00 a.m. to 10:00 a.m. and 6:00 p.m. to 10:00 p.m.

**24-1.3.** The Town Board may, by resolution, revise the hours of sprinkling.

**24-1.4.** The Town Clerk may temporarily revise the hours for sprinkling when water system storage levels fall below the standards provided in the Town Community Water Supply Plan

for an unreasonable period of time. The temporary revision of hours for sprinkling shall remain in effect until the next meeting of the Town Board. At its next meeting, the Town Board, by resolution, may adopt the revised hours or otherwise change the hours for sprinkling. If no action is taken by the Town Board, the hours for sprinkling shall return to the times provided in Sections 24-1.1 and 24-1.2, or Section 24-1.3.

## **24-2. SPRINKLING VIOLATIONS.**

**24-2.1.** Any person found to have violated the restricted sprinkling hours set out in Section 24-1 shall receive one written warning.

**24-2.2.** Any person found to have violated the restricted sprinkling hours set out in Section 24-1 two times within the same calendar year, shall receive a written sprinkling violation and will be charged a \$40.00 Administrative Fee for the second and any following violations. The \$40.00 fee will be added to their quarterly utility bill. This fee shall be in addition to any other penalties imposed by this Ordinance.

## **24-3. APPEAL PROCEDURE.**

**24-3.1.** If any resident wishes to appeal their \$40.00 Administrative Fee for violation of the sprinkling restrictions, the resident may provide the Town Clerk with a written request stating the circumstances surrounding the violation(s), and request that the Town Board reconsider the Administrative Fee. The matter will then be placed on a future meeting agenda of the Town Board for consideration.

**24-3.2.** At the meeting the objecting person may:

**24-3.2.(a).** Appear and give their written or oral testimony; and/or

**24-3.2.(b).** Give written or oral testimony of witnesses.

**24-3.3.** Town Board may give its decision orally at the meeting or at a later date. The Town Board shall:

**24-3.3.(a).** Find for the objecting person and waive the \$40.00 Administrative Fee; or

**24-3.3.(b).** Find against the objecting person and impose the \$40.00 Administrative Fee; or

**24-3.3.(c).** Find against the objecting person and suspend collection of the \$40.00 Administrative Fee on the condition that no further sprinkling violations occur within a calendar year. However, in the event another sprinkling violation is received, the suspended fee, plus the additional fee, shall both be added to the person's quarterly utility bill.



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 9

**Subject:** Stormwater Projects - Review

**Documentation:** Public Works Director Chart

**Action / Motion for Consideration:**

Receive Information / Discuss

## Identified Stormwater Project listing

| Updated 2/28/2018 |   |   |                |                 |                       |   |
|-------------------|---|---|----------------|-----------------|-----------------------|---|
| Name              | Location  | Issue   | Estimated Cost | Inspection Date | Staff Priority Rating | Plan sheet reference #(S)                             |
| Outfall #5        | West Bald Eagle and St. Anthony                             | Outfall needs to have sediment cleared away from outlet end. Outlet needs to have a flared end section with rip rap added. No measures currently to dissipate the energy from the flow into Bald Eagle Lake   | \$35,000.00    | 12/10/2015      | 1                     | 876 (1995),   |
| Outfall #6        | East Bald Eagle and Park Avenue                             | Outfall needs a flared end section added with rip rap to control erosion of lake bed due to flows during rain events. The existing outfall is 85% Town owned and 15% Ramsey County based on surface area drainage calculations provided by RC. The Outfall has been identified by RCWD for a possible in-line treatment device, so grant funding maybe available in 2017. | \$35,000.00    | 12/10/2015      | 2                     | 650   |
| Outfall #9 (1987) | White Bear Parkway (Cortec Pond)                            | Outfall is submerged and storm pipe inlet from the Parkway is half full of water. Lot's of tree debris in the pond left by someone performing tree removals around the pond near the outfall.   | \$10,000.00    | 12/10/2015      | 3                     | 542   |
| Outfall #3        | Hobe Court south  | Pond that the outfall discharges into needs to be cleaned in order for the outfall pipe to drain after normal precipitation events.   | \$20,000.00    | 12/10/2015      | 4                     | 1364A,1371  |
| Outfall #16       | Bellaire Beach  | Pond #89 needs cleaning, lots of silt built up.   | \$20,000.00    | 12/11/2015      | 5                     | 634, 642, See Bellaire Beach hand drawing in 600 file |
| Outfall #17       | South Shore Boulevard                                       | Rip Rap needs be rearranged along with channel cleaning for the first 30' beyond the outfall.   | \$10,000.00    | 12/11/2015      | 6                     | 1094  |
| Outlet 35         | East of Jenni Lane (1988)                                   | Between 5537 and 5542 is the access, large stone wall at 5542. It will be a challenge to remove sediment and reestablish rip rap. Steep grade to outlet.  | \$30,000.00    | 10/0/2017       | 7                     | 597   |
| Otterview Trail   | From Otter Ridge Road north to Otter Lake Road              | Complete project areas 4 and 5 (alternates 1 and 2) from 2013 Brandlwood Area Drainage Improvement Project.   | \$35,000.00    | 0/0/2013        | 8                     |   |
| Pond 29           | Mallard Ponds Pkwy (north side)                             | Pond is full of vegetation and sediment inlet pipe that drains to Portland Avenue is full of sediment also.   | \$40,000.00    | 10/4/2017       | 9                     | No record plan found, constructed prior to 1999       |
| Pond 19           | Polar Bear Lane   | Pond inlet pipe is full of sediment from Polar Bear Lane and ditch has over 300 cu yds of sediment. Storm pipe will need to also be cleaned from Polar Bear Ln.   | \$20,000.00    | 9/28/2017       | 10                    | 746,747   |
| Pond 7            | Southwest corner of Schwing America                         | Sediment over 50 %, two open concrete swales drain to pond and need rehabilitation.   | \$30,000.00    | 9/20/2017       | 11                    |   |
| Pond 8            | Southwest corner of Schwing America                         | Sediment over 50 %. Inlet and outlet pipes need cleaning  | \$30,000.00    | 6/8/2016        | 12                    |   |
| Pond 21           | Norway Pine Drive and Red Pine Blvd                         | Both outlets to pond need sediment removed and rip rap reestablished. Access from Red Pine Blvd is between two yards with a screen wall near the outlet structure.  | \$10,000.00    | 10/4/2017       | 13                    | 844   |
| Pond 25           | Norway Pine Drive (east pond that is east of Mallard Pond)  | Inlet pipe needs trash grate cleaned, channel cleaned of silt and rip rap reestablished.  | \$3,000.00     | 9/20/2017       | 14                    | 1240  |
| Pond 26           | Norway Pine Drive ( west pond that is east of Mallard Pond) | Pipes under Norway Pine Drive need sediment removal. Westerly on has sediment and brush built up in front of outlet.  | \$2,000.00     | 9/20/2017       | 15                    | 1240  |
| Pond 33           | East of Parkview Court                                      | Is this a pond by design? The original plan shows it as a ditch. If it is a pond it has a lot of sediment built up in it. Ditch from Portland Ave to Pond 34 needs to be reestablished.   | \$60,000.00    | 10/0/2017       | 16                    | 596   |

### Identified Stormwater Project listing

|   |   |   |                     |            |    |  |
|---|---|---|---------------------|------------|----|--|
| Pond 34   | West of Parkview Court  | Has obstructions placed in the outlet to the wetland. Pond will need an engineering evaluation to determine if it has reduced capacity. The inlet pipe is set lower than the outlet elevation.                    |                     | 10/0/2017  | 17 | 901  |
| Pond 35   | West of Fenway Court  | Both inlets need sediment removed from the flared end section. There is a sand bag obstructing the outlet structure.  | \$3,000.00          | 10/0/2017  | 18 | 855  |
| Pond 36   | South of Parkview Drive   | Clean inlet pipe of sediment and add rip rap  | \$1,000.00          | 10/0/2017  | 19 | 854  |
| Pond 9  | East side of SMC near loading dock area.  | Have SMC sweep loading dock area and clean up swale to wetland south of pond.   | Send letter         | 6/8/2016   | 20 |  |
| Pond 94   | Southeast corner of Short St. and Portland Ave.                                       | Property owner has dock on pond and is mowing to the pond edge.   | Send letter         | 6/0/2016   | 21 |  |
| Pond 30   | South of Sandterra Court, on the west side of Portland Ave.                           | Outlet pipe from Sandterra needs cleaning along with discharge ditch to pond.   | \$5,000.00          | 6/0/2016   | 22 | 1243   |
| 2082 Stillwater Street  | Stillwater Street (south side)  | Structure needs to be rebuilt   | \$5,000.00          | 0/0/2017   | 23 | 121D   |
| Lake Avenue (RC open space)   | From dead end on north side to Bald Eagle Lake  | Clean ditch to allow better flow from wetland to east   | \$25,000.00         |            | 24 | This ditch is in the Ramsey County Open Space                                |
| Lake Avenue & Overlake Road   | From intersection west to Bald Eagle Lake   | Reline or replace pipe and structure in easement  | \$25,000.00         | 0/0/2016   | 25 |  |
| Pioneer Lane Ditch Cleaning   | Along railroad easement from Dillon Street to Lakeview Ave                            | Ditch has sediment and debris that needs to be removed  | \$50,000.00         | 0/0/2016   | 26 | sheets 96-98   |
| Allendale Drive ditch cleaning  | From wetland east of Allendale to railroad tracks                                     | Ditch has sediment and volunteer growth in it.  | \$20,000.00         | 0/0/2016   | 27 |  |
| Beaver Street Drainage  | Between Bald Eagle Avenue East and Stillwater Street                                  | Water ponding in various addresses along Beaver Street  | \$ 25,000.00        | 0/0/2013   | 28 |  |
| Outfall #15   | Whitaker Pond Outfall on Whitaker Street  | <b>Need to determine who's responsible for this outfall. The City of White Bear Lake, Ramsey County, and/or WBT.</b>  | \$25,000.00         | 12/11/2015 | 29 |  |
| Park Avenue/Stillwater Street drainage  | Private pond on northwest corner of intersection at Park Street and Stillwater Street | Longstanding project that was brought to the Town's attention by Dale Montgomery. The private pond doesn't have an outlet to drain the overflow. Town Engineer suggests performing a survey to determine options. | \$ 2,500.00         | 0/0/2015   |    | Need to consult with the Town Engineer                                       |
| Outfall #11   | Pond View Lane  | No flared end section or rip rap to dissipate energy from high flows.   | \$5,000.00          | 12/10/2015 |    | Need to consult with the Town Engineer                                       |
| Outfall #8  | Birch Pond  | May require a flared end and rip rap to dissipate energy during high flow events.   | \$5,000.00          | 12/10/2015 |    | Need consult with the Town Engineer  |
| 2581 4th Street   | 4th Street and Grand Ave  | Ponding in driveway due to low spot in roadway and on residents property  |                     |            |    | Need to have a survey completed to see if drainage can be improved           |
| Apple Tree Park   | 4399 Oakmede Ln.  | eliminate ditch and pipe water to the existing structure in the southwest corner of the park. Eliminate bee hive and install a stormsewer cover   | \$5,500.00          |            |    |  |
| 2561/2581 4th St.   | Drainage Ditch to Garden Creek  | Culvert is failing under 4th St. and ditch needs to be cleaned out going to the North to Garden Creek.  | \$15,000.00         |            |    |  |
| <b>Total estimated project costs</b>  |   |   | <b>\$607,000.00</b> |            |    |  |
| Stillwater Street Drainage Improvements   | Stillwater Street Eagle Street to Otter Lake Road                                     | Pending Ramsey County incorporating the street into their Transportation Improvement Plan (TIP)   | \$500,000.00        |            |    | Work to be completed when Ramsey County initiated road project is completed. |
| <b>Note 1</b> There is \$????.00 in funding available for 2018 for Stormwater Improvements. That amount is the balance after deducting the \$300,000.00 dedicated to the Stillwater Street Stormwater Improvements. |   |   |                     |            |    |  |
| <b>Note 2</b> More projects will be added in the future as more inspections are completed   |   |   |                     |            |    |  |
| <b>Note 3</b> Green indicates applied for grant \$\$\$  |   |   |                     |            |    |  |

## Identified Stormwater Project listing

| * Public Works staff will complete the work identified below as equipment and manpower will allow: |  |  |             |             |                                       |       |
|--|--|--|-------------|-------------|---------------------------------------|-------|
| Pond 37 (1990)   | East of Franklin Avenue  | Remove trash grate and clean flared end section, replace trash grate. Engineer check of sediment basin?  | Inhouse     |             | PW to add to 2018 workplan            | 687   |
| Pond 2,3, and 5  | East side of Schwing America   | Clear brush at outlet on 2, clear brush at inlet on 3, overflow inlet needs sump vac'd out on 5.   | Inhouse     |             | PW to add to 2018 workplan            | 1047a |
| Pond 6   | Otter Lake Road (behind 5900 Otter Ridge Road)                                   | Inlet needs to be cleared, outlet has overflow with sump. Wooden weir needs to be repaired.  | Inhouse     |             | PW to add to 2018 workplan            | 863   |
| Pond 10  | Southwest corner of SMC , near Centerville Road                                  | Ramsey county needs to cleaned ditch that the outlet pipe empties into on the west side of Centerville Road. Then clean storm pipe system to outlet.   | Inhouse     |             | PW to add to 2018 workplan            |       |
| Pond 12  | Between property owner on east side of Brandwood Park and the the park property. | The outlet flared end section needs to be replaced. A stump from a tree removed years ago needs to also be removed. Brush pile near outlet also needs to be removed.   | Inhouse     |             | PW to add to 2018 workplan            | 580   |
| Outfall #1   | County Road H-2  | Adjust/add rip rap to outlet end of pipe. The rip rap has either settled or eroded over the years.   | \$2,000.00  |             | PW to add to 2018 Stormwater Workplan | 522   |
| Outfall #4   | Hobe Lane - Association's boat landing area                                      | The outfall has been cleared of rip rap obstructing flow. The inlet will need to be located and cleaned. Unable to locate during inspection.   | \$5,000.00  |             | PW to add to 2018 Stormwater Workplan |       |
| Outfall #10  | White Bear Parkway, north of Fox Meadow Park                                     | Inlet side of pipe needs cleaning, lot's of floatables.  | \$500.00    |             | PW to add to 2018 Stormwater Workplan | 541   |
| Outfall #13  | 4249 Oakmede Lane  | Sediment on outfall end that needs to be removed   | \$1,500.00  |             | PW to add to 2018 Stormwater Workplan |       |
| Outfall #14  | 1380 Birchcrest  | Restablish rip rap at outfall.   | \$500.00    |             | PW to add to 2018 Stormwater Workplan | 117   |
| Miscellaneous culvert replacement  | various locations throughout the Town  | Some smaller diameter culverts will need replacement based on inspections.   | \$3,000.00  |             | PW to add to 2018 Stormwater Workplan |       |
| Outfall #12  | 4312 Pond View Drive   | Trash grate needs cleaning   | \$500.00    |             | PW to clean in 2018                   | 502   |
| <b>Ramsey County Public Works Projects:</b>  |  |  |             |             |                                       |       |
| Outfall #2   | Otter Lake Road  | The outfall is buried by sediment. I have discussed cleaning the ditch within in the County roadway with the County Maintenance Supervisor. He said he would add it to his list. The Town would then clean the storm pipe discharging to the ditch and eventually to the pond located on the Otter Lake School property. | \$500.00    |             |                                       |       |
| <b>Completed projects:</b>   |  |  |             |             |                                       |       |
| Taylor Avenue culvert replacement  | Near 2472 Taylor Avenue  | Culvert is in a deteriorated state and there is no record of or who or when it was installed.  | \$50,000.00 |             | 1                                     |       |
| Gillfillan Hills Pond drainage valve   | on east side of railroad tracks, just north of County Road 5                     | Control structure has leak around inlet piping that allows water to travel west into North Oaks even when it is closed. The pipe under the RR tracks needs cleaning and the City of North Oaks needs to clean the ditch it discharges to.  | \$5,000.00  |             | 10                                    |       |
| Barry Lane Sediment Basin  | Near 5312 Barry Lane   | Remove sediment and repair structure. The ponds capacity has been reduced to less than 25% of capacity. The project is currently out for bid   | \$50,000.00 | \$31,000.00 | 1                                     |       |

## Identified Stormwater Project listing

|  |  |  |             |             |   |  |
|--|--|--|-------------|-------------|---|--|
| West Avenue Rain Garden                    | West Street and West Bald Eagle Blvd easement                | Water Quality. Grant funding from RCWD to cover 75% of estimated cost, the remainder would come from the Town. This would provide a reduction in both Phosphorous and Suspended Solids entering Bald Eagle Lake.   | \$5,000.00  | \$22,000.00 | 2 |  |
| Hammond Road cul-de-sac structure repair   | Near 1656 Hammond Road                                       | Catch basin will need to be reconstructed. The structure was set upon a RCP pipe that was tapped into to allow drainage from the catch basin, this impacted the structural integrity of the pipe.  | \$25,000.00 |             | 3 |  |
| White Bear Parkway (west of Otter Lk. Rd.) | Near 4221 Otter Lake Road                                    | The problem was identified later in 2016 by inspection. There are 3 catch basin structures that need rehabilitation. The current structures are offset from the curblin due to some modifications during initial construction and that has contributed to their current condition state.           | \$40,000.00 |             | 4 |  |
| Anderlie Lane                              | From H-2 south to Pleasant Court East, west of W. Bald Eagle | There is ponding water in the area and a resident has submitted an email wanting resolution. The Town Engineer will review the existing conditions and ponding water concerns, then develop options to address the issue. This has been presented to the Utility Commission a number of years ago. | ???         |             | ? |  |



**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 10

**Subject:** Next Meeting Date – Agenda Items

**Documentation:**

**Action / Motion for Consideration:**

| April 2018  |    |    |    |    |    |    |
|---|----|----|----|----|----|----|
| Su  | Mo | Tu | We | Th | Fr | Sa |
| 1   | 2  | 3  | 4  | 5  | 6  | 7  |
| 8   | 9  | 10 | 11 | 12 | 13 | 14 |
| 15  | 16 | 17 | 18 | 19 | 20 | 21 |
| 22  | 23 | 24 | 25 | 26 | 27 | 28 |
| 29  | 30 |    |    |    |    |    |

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**Utility Commission Meeting  
March 8, 2018**

**Agenda Number:** 11 - 12

**Subject:** Added Agenda Items  
Adjournment

**Documentation:** FYI Items

**Action / Motion for Consideration:**

**simple  
recycling**



LET YOUR CLOTHING  
BE LOVED AGAIN

# 2017

## Year End Summary

### White Bear Lake, MN

Total lbs diverted from  
your community's  
waste stream in 2017:

**5,230**

Number of  
households  
participating in 2017:

**4,552**

Regional  
Participation  
Ranking:

**16 of 16**

2017 was a breakout year for curbside clothing and shoe recycling in the United States. The adoption of waste reduction measures focused on reusable items has really taken off!

Simple Recycling has expanded its dominance in the reuse collection sector with program expansion across the United States. We are proud of the leadership and partnership communities like yours have exhibited in the drive to reduce our nation's waste stream.

Together, we diverted over 5.5 million lbs of clothing, shoes and reusable home goods from our communities' waste stream.

Through continued joint efforts to educate our communities about the Simple Recycling program, we can drive enough closer to zero waste.

We sincerely appreciate your support and partnership.

We look forward to continued progress in waste reduction for the benefits of our planet and our communities.

Sincerely,  
Adam Winfield & The Simple Recycling Team

