



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750
FAX 651-426-2258
Email: wbt@whitebeartownship.org

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

AGENDA TOWN BOARD MEETING JUNE 4, 2018

1. **7:00 p.m.** - Call to Order at Heritage Hall, 4200 Otter Lake Road.
2. Approval of Agenda (Additions/Deletions).
3. Approval of Payment of Bills.
4. Approval of Minutes of May 21, 2018 (Additions/Deletions).
5. **Consent Agenda:**
 - A. **Cub Foods Fireworks License** – Based on Staff Review & Recommendation, Approve the Fireworks License for Cub Foods from May 1, 2018 through April 30, 2019 Subject to Approval by the Town's Fire Inspector.
 - B. **Right-of-Way Variance Requests @ 2360 Hoxie Avenue & 5433 Ridgeway Avenue** – Call Public Hearings for Monday, June 18, 2018 @ 7:00 p.m. to Consider Right-of-Way Variance Requests.
 - C. **Park Board Recommendations:**
 1. **Apple Tree Park** – Approve Additional Funding of \$3,338.00 to Cover the Additional Costs Incurred to Purchase & Install Fitness Equipment With Funding From the Park Maintenance General Fund.
 2. **Vento Trail** – Authorize a Letter of Support be Provided to Ramsey County for the Vento Trail Extension Between Buerkle Road & Highway 96.
 - D. **Park Board** – Appoint Curt Akenson to an Unexpired Three Year Term on the Park Board to Expire April 30, 2019
 - E. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Replace Underground Coaxial Cable Line to Service a Resident at 4373 Fisher Lane Including Directional Boring under Fisher Lane.

White Bear Township's Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.



recycled paper

Agenda
Town Board Meeting
June 4, 2018

- F. **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Install a New Gas Service for the Business Building at 2320 Leibel Street Including Directional Boring under Leibel Street.
6. **Old Business:** None.
7. **Public Hearing:**
- A. **Conditional Use Permit Request @ Otter Lake Elementary School, 1401 County Road H-2** – To Allow Construction of a 32' x 32' Accessory Structure on a 36' x 36' Concrete Pad.
8. **New Business:**
- Public Works Director Items:**
- A. **Message Board** - Approve Purchase.
 - B. **Eagle Park Tennis Court:**
 - 1. Reject All Quotes Received May 21, 2018.
 - 2. Receive New Quotes
 - 3. Approve Updated Quote.
 - C. **Replacement of #33 - F-550 Utility Box & Crane** – Approve Purchase.
- General Business:**
- D. **Executive Search Proposal** – Approve Proposal & Authorize Execution.
 - E. **Temporary Liquor License** – Approve Issuance of a Temporary On-Sale Liquor License for the Senior Citizens' Night at the Ball Park at Polar Lakes Park to be Held on June 20, 2018, 7:00-9:00.
9. **Added Agenda Items.**
10. **Open Time.**
11. **Receipt of Agenda Materials & Supplements.**
12. **Adjournment.**

**White Bear Township's
Mission:**

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.



White Bear Township
Strategic Mission, Vision and Values

Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.

Vision:

White Bear Township as an attractive community that residents and businesses are proud to call home and provides the welcoming, practical and engaging spirit of Township “grassroots” government.

What We Value:

- ✚ **Real Citizen Participation:** Residents of White Bear Township having a voice in the operation and substance of their local government.
- ✚ **“Township Nice”:** Ensuring people feel comfortable and welcome when meeting with our Town Board and when interacting with Township staff.
- ✚ **Transparency and Trust:** Conducting our business in an open and public manner and be responsive to concerns. Provide a communication system to help residents and businesses to be well informed of Township activities.
- ✚ **Being Grounded in Common Sense:** Knowing who we are with a strong focus on essential functions.
- ✚ **Flexibility:** Showing a capacity to adjust, accommodate and be open to new ideas and methods.
- ✚ **Collaboration:** Working together with our neighbors, other communities and other levels of government to advance our Township Mission and Vision.
- ✚ **Financial Responsibility:** Demonstrating care in our management and allocation of the financial resources necessary to provide the services needed to sustain a vibrant future for our Township.



**Town Board Meeting
June 4, 2018**

Agenda Number: 1 - 2 - 3 - 4

Subject: Call to Order – 7:00 p.m.
Heritage Hall, 4200 Otter Lake Road

Approval of June 4, 2018 Agenda

Approval of Payment of Bills

Approval of Minutes of May 21, 2018 Town Board Meeting

Documentation: June 4, 2018 Agenda
May 21, 2018 Town Board Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	June 4, 2018 (additions/deletions)
Approval of Payment of Bills	
Approval of Minutes:	May 21, 2018 Town Board Minutes

**MINUTES
TOWN BOARD MEETING
MAY 21, 2018**

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

Present: Supervisors: Kermes, Prudhon, Ruzek; Clerk: Short; Attorney: Lemmons; Public Works Director: Reed; Engineer: Poppler.

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

APPROVAL OF PAYMENT OF BILLS: Prudhon moved approval of the payment of bills. Ruzek seconded. Ayes all.

APPROVAL OF MINUTES OF MAY 7, 2018 (Additions/Deletions): Ruzek moved approval of the Minutes of May 7, 2018. Prudhon seconded. Ayes all.

CONSENT AGENDA: Ruzek moved approval of the Consent Agenda as follows: 5A) Based on Finance Officer Review & Recommendation Receive & Accept the Ramsey-Washington Suburban Cable Commission's 2017 Annual Financial Report; 5B) Based on Finance Officer Review & Recommendation, Receive & Accept the 2017 VLAWMO Audited Financial Report; 5C) In Accordance with Town Ordinance No. 35, Section 9-6.3(e) & Based on Staff Review & Recommendation, & Approval, Ratify the Town Clerk's Issuance of an Administrative Driveway Variance at 5410 Portland Avenue; 5D) Approve the 2018 Ramsey County Cooperative Deer Management Implementation Program for Benson Airport in 2018 for October 5-7 & October 26-28; 5E) Re-Appoint Paul Keleher to a Three Year Term on the Economic Development Advisory Board to Expire April 30, 2021; 5F) Re-Appoint Sylvia Hesse to a Three Year Term on the Utility Commission to Expire April 30, 2021; 5G) Receive Construction Activity Report. Prudhon seconded. Ayes all.

OLD BUSINESS: There were no Old Business agenda items.

7:10 P.M. – SPECIAL THREE DOG LICENSE RENEWAL – 5941 OTTER VIEW TRAIL – REQUEST FOR RENEWAL: The Public Hearing was held at 7:13 p.m. Prudhon moved to waive the reading of Public Notice noting that proper publication was made. Ruzek seconded. Ayes all. Ruzek moved to open the Public Hearing. Prudhon seconded. Ayes all.

Laura Phelan and Kris Thornwall have applied for renewal of the special Three Dog License. Ordinance No. 5 (Animal) sets forth the procedures that should be followed. The applicants have provided the following required information: 1) The licenses will be paid for and issued if the Special Three Dog License is renewed; 2) A completed application has been provided and the fee paid. The report from the Animal Control Officer has not been provided as yet. Fifteen notices were mailed to abutting properties. Two responses were received and both support the issuance of a Special Three Dog License. Approval of Special Three Dog Licenses are subject to the following conditions: 1) The Special Three Dog License shall be limited to three dogs; 2) All dogs shall have current licenses within ten days of approval of this Special Three Dog License; 3) All dogs shall have current rabies vaccinations; 4) The premises shall be cleaned of all feces on a daily basis. Unreasonable noise, odors or other annoyances shall be prohibited for the protection of the public and safety; 5) This Special Three Dog License shall expire on March 31, 2022.

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TOWN BOARD MEETING
MAY 21, 2018**

Application for renewal shall be completed prior to that date; 6) White Bear Township reserves the right to revisit the action to approve this renewal of the Special Three Dog License if complaints are received during the license period; 7) State, Federal and local laws and Ordinances shall be complied with.

There was discussion regarding the absence of the report of the Animal Control Officer. It was the consensus that due to following procedure for application and no objections from abutting neighbors that the Special Three Dog License could be approved subject to receipt of report of compliance from the Animal Control Officer.

Prudhon moved to open the public comment portion of the Public Hearing. Ruzek seconded. Ayes all.

There was no public comment. Ruzek moved to close the Public Hearing. Prudhon seconded. Ayes all.

Prudhon moved, based on Staff review & recommendation to approve the renewal of the Special Three Dog License at 5941 Otter View Trail for a four-year period through March 31, 2022, subject to the above conditions, contingent upon receipt of report from the Animal Control Officer. Ruzek seconded. Ayes all.

IMPROVEMENT 2018 – 3 – CENTERVILLE ROAD IMPROVEMENTS: 1) ORDER IMPROVEMENT: The Public Hearing was held at 7:20 p.m. Ruzek moved to waive reading of Public Notice noting that proper publication was made. Prudhon seconded. Ayes all. Ruzek moved to open the Public Hearing. Prudhon seconded. Ayes all.

The Clerk reported that the Town's public hearing procedure has recently been changed. He noted that all public hearings will be under one heading and the public hearings would be taken in sequence after the Consent Agenda. Public hearings will no longer be at individual specific times. The public hearing for this topic was called in April. Information on the meeting was sent to the newspaper to be published twice and mailed noticed was sent to affected property owner. The second public hearing notice was not published in the paper so the Town Board conducted a public meeting on May 7th and received public comments but the public hearing could not be held officially because the second notice was not published. Tonight is the official time that the Town Board can receive comment regarding the project. At the meeting on May 7th, the consulting engineer provided a formal presentation and Ramsey County Traffic Engineer was present to answer questions. Tonight, information will be presented, but not in the same detail, and comments will be received.

The Clerk reported that the Centerville Road improvements are a cooperative project between Ramsey County, City of White Bear Lake, the Township, and the developers. The purpose of the project is to improve safety and function of Centerville Road in light of the fact that now all vacant property will be developed. Prior to the development of the senior housing and the proposed Lunds/Byerlys Ramsey County felt that a traffic signal was warranted but wanted to wait until the last undeveloped property was developed. They notified that they would not allow the proposed Lunds/Byerlys access to Centerville Road until the Centerville Road improvements are made. The

**MINUTES
TOWN BOARD MEETING
MAY 21, 2018**

improvements include an additional north-bound lane on Centerville Road from the north McDonald's/Walgreen's driveway to the proposed new signal at the Lunds/Byerlys and Cub driveway. There will also be an extension of the existing concrete median that now stops at Meadowlands Drive. That will be extended up to the Lunds/Byerlys and Cub signal. There will be additional turn lanes at the proposed signal location. There will also be pedestrian cross-walks at the signal. Ramsey County will re-surface Centerville Road from Highway 96 through the Soo Line Railroad tracks. Construction improvements are estimated at \$960,000.00 with an overall project cost of \$1,300,000.00. The schedule for the project would be to start late May or early June with completion by September. Throughout the project two-way traffic will be maintained. The purpose of tonight's hearing is to fulfill the requirement to have a public hearing because a portion of the project will be in the Township. The center line of Centerville Road divides White Bear Township and the City of White Bear Lake. Part of the project takes place on the Township's side of the center line. If the Town Board wants to reserve the capacity to assess benefitting properties the Town Board would have to approve that step tonight. Kermes noted that the presentation and comments received at the May 8th meeting will be included as part of the record of the Public Hearing tonight.

Prudhon moved to open the public comment portion of the Public Hearing. Ruzek seconded. Ayes all.

Shirley Faber, 1134 Iris Drive asked if the traffic signal light proposed at the Lunds/Byerlys entrance is the same as the senior citizen entrance. The Clerk stated that it is.

A representative from Kowalski's thanked the Town Board and verified that the comments from May 7th would be included. The Chair verified that all information will be included in the Public Hearing record.

There was no further public comment. Prudhon moved to close the public comment portion of the Public Hearing. Ruzek seconded. Ayes all.

Kermes noted that the Resolution needs a slight modification. The second "whereas", third line stated that the hearing was continued from May 7th to May 21, 2018. It should be noted that the Public Hearing was held on May 21, 2018.

Prudhon noted that item #3 of the Resolution states that the improvement is hereby ordered at an estimated cost of \$75,000.00. He stated that implies that the Town will pay \$75,000.00. The Town Attorney stated that under the Statute the Resolution has to imply the estimated cost. Who pays, and who pays how much, is yet to be determined. This would be determined at a separate public hearing. Prudhon asked if it would be better to say "estimated cost up to \$75,000.00". The Town Attorney stated that the Statute requires that the estimated cost be stated. The statute does allow "up to" cost. Stating the estimated cost does not mean that the Town is responsible for paying that specified cost. This Resolution does not place any obligation on the part of the Township to pay \$75,000.00.

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Prudhon moved to adopt the Resolution Ordering Improvement 2018-3, noting the slight modification to the 2nd “whereas”, third line, which should state that the Public Hearing was held on May 21, 2018. Ruzek seconded. Ayes all.

IMPROVEMENT 2018-2 – CAMBRIDGE DOWNS: 1) APPROVE PLANS & SPECIFICATIONS; 2) AUTHORIZE ADVERTISEMENT FOR BIDS:

The Town Attorney reported that the Plans and Specifications for the Cambridge Downs project have been substantially completed. The development is east of Centerville Road and north of County Road H-2, between Centerville Road and Peterson Road. The plans and specs are for a short segment of roadway connection from Centerville Road and Peterson Road and a short cul-de-sac to the north; and sewer and water improvement and storm sewer ponding associated with that project. Engineering is working with Public Works and the Developer on final review of the documents and any adjustments that will need to be made prior to advertising. Engineering is preparing to go out for bids on the project. The project will be funded by the Developer and there won't be any assessments. The Township will contribute to trunk watermain on Centerville Road, sanitary sewer stub to the south existing properties and trunk sanitary sewer extra depth as defined in the feasibility report. The Township will work closely with the Developer through the process of the project. Engineering is coordinating with the Developer's grading activities and removals. Recommendation is for approval of the Plans and Specifications and authorization for bidding of the Cambridge Downs project. All permits are currently being processed. The construction bid opening is scheduled for June 14th and the results will be provided at the Town Board Meeting on June 18, 2018. Construction work is scheduled to be completed by late fall. The project will be funded through the Developer and the Water Utility Fund.

Prudhon asked Mark Houge, North Oaks Company why trucks were accessing the property using Peterson Road. Mark Houge stated that they were doing soil boring testing and the trucks probably did not think to come directly off of Centerville due to lack of road entrance. He stated that they hope to start the grading in a few weeks and does not see any other activity other than soil boring. In response to a question if, at that time, all access will come off of Centerville, Mr. Houge stated that it would. Ruzek asked if construction signs could be posted prohibiting trucks from using Peterson with signs at Peterson Road, off of H-2 and down where the project starts so they don't come out that way. Mr. Houge stated that they would be happy to coordinate signage with staff.

Kermes asked the Engineer if an information note could be added to the plans and specifications regarding truck traffic. The Engineer will add the comment to the plans.

Prudhon asked Mr. Houge if there has been thought given to a different name for the development. He stated that there have been “rumblings” about the name Cambridge Downs. Mr. Houge stated that they would have to check with the terms of the filing. Prudhon asked if staff and the commission could provide some names for consideration to the North Oaks Company for a name other than Cambridge Downs. Mr. Houge stated that they would be happy to receive suggestions for a name and that they would like to have a sense of why people do not like the name Cambridge Downs. Ruzek noted that this is the last rural area of the Township and the flavor of the current name does not reflect the rural flavor of the community.

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Mr. Houge reported that they are debating if a monument sign is warranted at the entrance. He noted that they did not place a monument at Pine Hill. He said that they have been focusing on street names. Prudhon stated that a monument with "White Bear Township" would be good. Mr. Houge stated that they will be happy to receive suggestions.

Ruzek moved, based on Town Engineer review & Recommendation to approve the Plans and Specifications for Improvement 2018-2 – Cambridge Downs. Kermes seconded. Ayes: Ruzek and Kermes. Abstain: Prudhon.

Ruzek moved to authorize advertisement for bids with the bid opening date to be scheduled for Thursday, June 14, 2018 at 9: 00 a.m. Kermes Seconded. Ayes: Ruzek and Kermes. Abstain: Prudhon.

LIFT STATION #10 REHABILITATION: 1 APPROVE PLANS AND SPECIFICATIONS; 2) AUTHORIZE ADVERTISEMENT FOR BIDS: The Town Engineer reported that the specifications for Lift Station #10 rehabilitation have been completed. Lift Station #10 is located at 2545 Buffalo Street east of Highway 61. The lift station wet well is an 8-foot diameter concrete structure. The valve vault concrete structure will have interior improvements. The lift station will have the control panel replaced and located at grade. The bituminous driveway will be replaced with concrete and improved to better facilitate working at the site. The existing 6" forcemain will be cleaned, televised, and lined. The forcemain pipe runs along the north side of Buffalo Street. If approved and authorization for bidding is provided, bid opening will be on June 14, 2018. The project will be awarded at the June 18, 2018 Town Board meeting.

Ruzek moved, based on Town Engineer review and recommendation, to approve the Plans and Specifications for Lift Station #10 rehabilitation. Prudhon seconded. Ayes all.

Ruzek moved to authorize advertisement for bids with bid opening date to be scheduled for Thursday, June 14, at 9:30 a.m. Prudhon seconded. Ayes all.

EAGLE PARK TENNIS COURT – APPROVE QUOTE FOR REPLACEMENT OF FENCING: As part of the Town's infrastructure management program, the Town budgets money in the Capital Improvement Plan to rehabilitate existing tennis courts. This year the double tennis court at Eagle Park had the old asphalt court and fencing removed. The new asphalt court will be placed early this summer. The tennis court fencing will need to be replaced. There is 448 feet of 10' tall 9 gauge galvanized chain link fence with top and bottom rails; 2 new 4' x 7' single gates with hinges and latches; all line posts will be 2-1/2" diameter with terminal posts at 3' diameter to be installed. Quotes were received from Town & Country Fence for \$17,585.00 and from Modern Fence for \$17,600.00. Both companies have completed fencing replacement projects in the Town previously. The project is identified in the 2018-2027 Capital Improvement Plan. To date, the expenses have been \$35,490.00 for the new asphalt court, an estimated \$8,500.00 for new tennis court surfacing, leaving a \$16,010.00 balance of the \$60,000.00 designated in the Park and Recreation Fund for the fencing. The \$1,575.00 shortfall can be supplemented by other projects that came in under cost from the Park and Recreation Fund.

**MINUTES
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Ruzek moved, based on Public Works Director's review and recommendation to approve the quote for the replacement of the Eagle Park tennis court fencing from Town & Country Fence in the amount of \$17,585.00 with funding from the Park and Recreation Fund, noting that this was identified in the 2018-2027 Capital Improvement Fund. Prudhon seconded. Ayes all.

The Town Board Meeting recessed at 7:50 p.m. Ruzek moved to go into Attorney-Client Closed Session at 7:50 p.m. Prudhon seconded. Ayes all.

ATTORNEY CLIENT CLOSED SESSION: 1) APPROVAL OF MINUTES; 2) DNR LAKE LEVEL LAWSUIT: The Attorney Client Closed Session was held at 7:50 p.m. The meeting adjourned at 8:25 p.m. The Town Board meeting re-convened at 8:26 p.m. The Town Attorney reported that the Town Board discussed whether or not to appeal to the Court of Appeals of the State of Minnesota regarding White Bear Lake. The Town Board took action to appeal.

OPEN TIME: No one appeared for the open portion of the meeting.

RECEIPT OF AGENDA MATERIALS / SUPPLEMENTS: Ruzek moved to receive all of the agenda materials and supplements for tonight's meeting. Prudhon seconded. Ayes all.

Prudhon moved to adjourn the meeting at 8:27 p.m. Ruzek seconded. Ayes all.

Respectfully Submitted,

William F. Short
Clerk-Treasurer

Approved at Official Meeting Minutes

Town Board Supervisor

Date



**Town Board Meeting
June 4, 2018**

Agenda Number: 5A – Consent Agenda

Subject: Cub Foods Fireworks License – Based on Staff Review & Recommendation, Approve the Fireworks License for Cub Foods from May 1, 2018 through April 30, 2019 Subject to Approval by the Town’s Fire Inspector

Documentation: Staff Memo w/attachments

Action / Motion for Consideration:

Receive Report

Based on Staff Review & Recommendation, Approve the Fireworks License for Cub Foods from May 1, 2018 through April 30, 2019 Subject to Approval by the Town’s Fire Inspector

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: JUNE 1, 2018

SUBJECT: FIREWORKS LICENSE RENEWAL – CUB FOODS

Pursuant to Ordinance No. 77 (Fireworks), any business wishing to sell fireworks must first obtain a license to do so.

Cub Foods has applied for and paid for renewal of their license to sell fireworks inside their store.

In accordance with the Town's Ordinance, the Fire Inspector has been asked to inspect the property for compliance. The fireworks is being placed in the same location as in previous years.

Action Requested:

Town Board approval of the renewal of the Fireworks License from May 1, 2018 through April 30, 2019 for Cub Foods, 1059 Meadowlands Drive, White Bear Township, Minnesota, for inside sale of fireworks only, subject to approved by the Town's Fire Inspector.

PSW/s
cc:admin/add.file
b:cubfireworks18



RETAIL SALES AND STORAGE OF FIREWORKS
LICENSE APPLICATION FORM

Name: Cub Foods D/B/A: Cub Foods
Address: 1059 Meadowland Dr. Phone: 651-426-4534
Contact Person: _____ Dates of Sale: _____
Location of Sale of Fireworks: INSIDE CUB FOODS

Type of Fireworks to be sold: MN Legal Fireworks only

Estimate as to quantity and weight of legal fireworks: see attached

<u>Site</u>	<u>License Fee</u>	<u># of Licenses</u>	<u>Total Amount</u>
Single Location	\$ 100.00	<u>1</u>	<u>\$100.00</u>
Multiple Locations under Common Ownership:			
First Site	\$ 100.00	_____	_____
Each additional site Attach list of Addresses:	\$ 100.00	_____	_____

- Each site shall include proof of a policy of public general liability, bodily injury and property damage insurance in the amount of one million dollars (\$1,000,000) single limit. The policy coverage must coincide with dates of license and the Town of White Bear shall be notified within ten (10) days prior of cancellation.
- The applicant agrees that purchasers will be checked for age by use of a photo ID.
- The applicant hereby states that the retail structure is in compliance with National Fire Protection Association Standard 1124.

I hereby certify that under penalties of law that all information is true and correct. I will comply with all the Ordinances of the Town of White Bear and the Statutes of the State of Minnesota.

Thomas M. Brauchung, CFO
Applicant's Signature

5-29-18
Date

GL Cost Center: 21367



AMERICAN PROMOTIONAL EVENTS
 EAST
 dba TNT Fireworks
 PO BOX 1318
 4511 Helton Drive Industrial Park
 Florence, AL 35630

Check No. - 10132493

Check Date - 04/05/18

Stub 1 of 1

INVOICE NO.	DATE	DESCRIPTION	GROSS	DEDUCTIONS	AMOUNT PAID
03042018CB190294	04/03/18	PERMIT FEES	100.00		100.00

100.00 100.00

THIS CHECK IS VOID WITHOUT A RED & GRAY BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW



AMERICAN PROMOTIONAL EVENTS
 EAST
 dba TNT Fireworks
 PO BOX 1318
 4511 Helton Drive Industrial Park
 Florence, AL 35630

WELLS FARGO BANK, NA
 56-382
 412

CHECK NO. 10132493

VENDOR	DATE	AMOUNT
1905994	04/05/18	\$*****100.00

PAY ONE HUNDRED AND 00/100*****

TO THE ORDER OF WHITE BEAR TOWNSHIP
 1281 HAMMOND RD
 WHITE BEAR TOWNSHIP MN 55110

REQUIRES 2 SIGNATURES.

Donald R. [Signature]
Gail C. [Signature]

⑈ 10132493⑈ ⑆041203824⑆ 9600126032⑈



RETAIL SALES AND STORAGE OF FIREWORKS

**PROOF OF PERMISSION TO OPERATE
ON PROPOSED SITE**

Property Location: 1059 Meadowland Dr.

Name of Property Owner: Cub Foods Phone: 651-426-6534

Contact Person: STEVE STOWDY Phone: 651-426-6534

I, _____, hereby represent that I am the owner or person responsible for the property located at 1059 Meadowland Dr. in the Town of White Bear. I hereby consent to the use of the above-described property by Cub Foods for the sale and/or storage of fireworks for the following dates: MAY 1ST thru July 10TH

I understand that by granting authorization of the use of this property for the sale and/or storage of fireworks, that I, or the owner of the property, assume liability for any accidents that may occur on this private property. I further understand that I will be responsible for any clean-up or removal of debris necessary as a result of the sale and/or storage of fireworks as may be required by Ordinance in the Town of White Bear.

x Thomas M. Beauchamp, CFO
Signature of Property Owner

5-29-18
Date

TNT® FIREWORKS

Site Plan Worksheet

ADDRESS 1059 MOGADOWLANDS DRIVE

CITY WHITEBEAR STATE MIN ZIP 55127 PHONE 651 426 6534

TOWNSHIP
STORE NAME / LOCATION # CUB FOODS

TYPE OF EVENT: In-store sales of state-approved fireworks

NORTH

SEE ATTACHED

SOUTH

SPECIAL INSTURCTIONS _____

SIGNATURE



STORE MANAGER / TNT® Representative

DATE

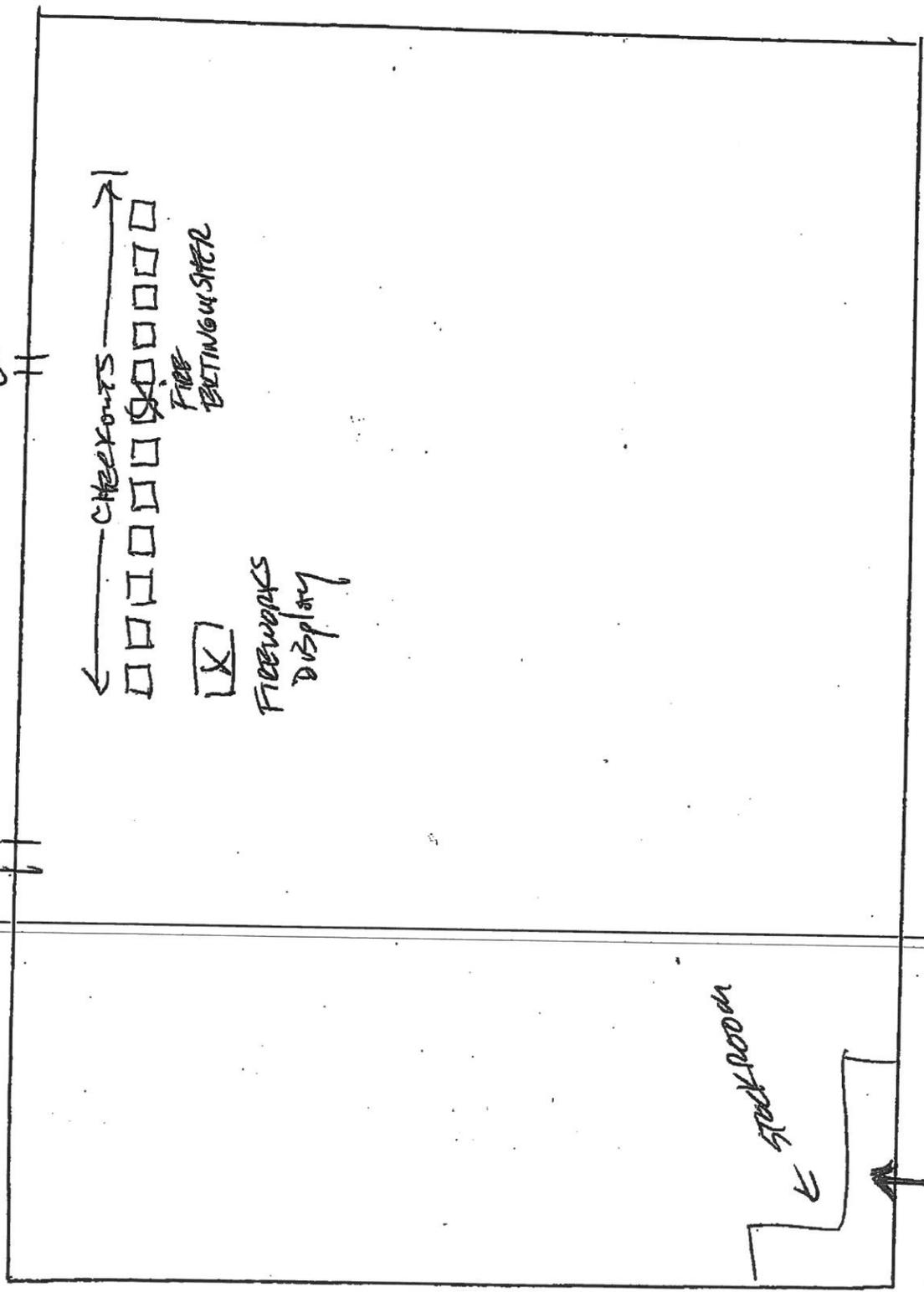
4/24/18

8/1/2023

N ← +

STORE
ENTRANCE

STORE
EXIT



FIREWORKS OVERSTOCK
LOCATION WHEN NEEDED

CUB FOODS
1059 WILLOWLANDS DR.
WHITEBEAR TOWNSHIP



**RETAIL SALES AND STORAGE OF FIREWORKS
INSPECTION FORM**

Property Location: Lob Foods - 1059 Meadowland Dr.

Name of Property Owner: Lob Foods Phone: 651-426-6534

Contact Person: STEVE STONDY Phone: 651-426-6534

1. Please provide detailed list of all fireworks reports.
(Product information must be submitted with the application).
2. Use back of sheet to sketch layout of proposed set up, both sales and storage area. Please show exit and portable fire extinguisher location.

For Office Use Only:

- No storage or sale of fireworks within 10' of any exit door.
- A 3A-40BL portable fire extinguisher is in sales area.
- All exit doors are properly signed with exit signage.
- Posted: No Smoking.

Comments:

Inspection Date: _____

APPROVAL

Fire Chief

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/1/2018

4/17/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

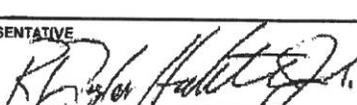
PRODUCER Lockton Companies 3280 Peachtree Road NE, Suite #250 Atlanta GA 30305 (404) 460-3600	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): _____	FAX (A/C, No): _____
E-MAIL ADDRESS: _____		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Everest Indemnity Insurance Company		10851
INSURER B: _____		
INSURER C: _____		
INSURER D: _____		
INSURER E: _____		
INSURER F: _____		

COVERAGES **CERTIFICATE NUMBER:** 12292575 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER: _____	N	N	SI8GL00242-171	11/1/2017	11/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED _____ RETENTION \$ _____			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	NOT APPLICABLE			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 THIS CERTIFICATE SUPERSEDES ALL PREVIOUSLY ISSUED CERTIFICATES FOR THIS HOLDER, APPLICABLE TO THE CARRIERS LISTED AND THE POLICY TERM(S) REFERENCED.
 Certificate holder is an additional insured on the General Liability as required by written contract subject to policy terms, conditions, and exclusions.

CERTIFICATE HOLDER 12292575 CUB FOODS WEST 90294 CITY OF WHITE BEAR LAKE TOWNSHIP 1059 MEADOWLAND DRIVE WHITE BEAR LAKE TOWNSHIP MN 55127	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**Town Board Meeting
June 4, 2018**

Agenda Number: 5B – Consent Agenda

Subject: **Right-of-Way Variance Requests @ 2360 Hoxie Avenue & 5433 Ridgeway Avenue** – Call Public Hearings for Monday, June 18, 2018 @ 7:00 p.m. to Consider Right-of-Way Variance Requests

Documentation: Public Notices

Action / Motion for Consideration:

Receive Report

Call Public Hearings for Monday, June 18, 2018 @ 7:00 p.m. to Consider Right-of-Way Variance Requests for 2360 Hoxie Avenue & 5433 Ridgewood Avenue



NOTICE OF HEARING REQUEST FOR A VARIANCE FROM ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, in said Town on Monday, June 18, 2018 @ 7:00 p.m., to consider the following variance requests:

- 20.1' Right-of-Way Setback Variance from Hoxie Avenue
- 28.1' Right-of-Way Setback Variance from O'Connor's Alley Garage
- 30.1' Right-of-Way Setback Variance from O'Connor's Alley
- 6.4' Side Yard Setback Variance
- 27.1% Green Area Variance

to allow a home remodel and garage replacement on the following described property lying and being in the Town of White Bear, Ramsey County, Minnesota:

Lot 30, Block 3, Shadyside Addition, Ramsey County, Minnesota

(2360 Hoxie Avenue)

and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 4th day of June, 2018.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

WILLIAM F. SHORT, Clerk-Treasurer



NOTICE OF HEARING REQUEST FOR A VARIANCE FROM ORDINANCE NO. 35 (ZONING) OF THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road, inside Town on Monday, June 18, 2018 @ 7:00 p.m., to consider the following variance requests:

- 27.5' Right-of-Way Setback Variance from Ridgeway Avenue
- 4' Right-of-Way Setback Variance from an Undeveloped Roadway

to allow a home remodel and garage replacement on the following described property lying and being in the Town of White Bear, Ramsey County, Minnesota:

Vacated street accruing & following Lots 11 thru 13, Block 5, Shadyside Addition, Ramsey County, Minnesota

(5433 Ridgeway)

and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereto.

Given under my hand this 4th day of June, 2018.

BY ORDER OF THE TOWN BOARD OF SUPERVISORS

WILLIAM F. SHORT, Clerk-Treasurer



**Town Board Meeting
June 4, 2018**

Agenda Number: 5C – Consent Agenda

Subject: Park Board Recommendations:

- 1. Apple Tree Park** – Approve Additional Funding of \$3,338.00 to Cover the Additional Costs Incurred to Purchase & Install Fitness Equipment With Funding From the Park Maintenance General Fund.
- 2. Vento Trail** – Authorize a Letter of Support be Provided to Ramsey County for the Vento Trail Extension Between Buerkle Road & Highway 96.

Documentation: None

Action / Motion for Consideration:

Receive Information / Discuss

Based on Park Board Recommendation:

Approve Additional Funding for Apple Tree Park in the Amount of \$3,338.00 to Cover the Additional Costs Incurred to Purchase & Install Fitness Equipment With Funding From the Park Maintenance General Fund

Authorize a Letter of Support be Provided to Ramsey County for the Vento Trail Extension Between Buerkle Road & Highway 96

**Minutes
Park Board Meeting
May 17, 2018**

APPLE TREE PARK – GRAND OPENING: St. Croix Recreation provided the equipment for the park. They encountered a problem with the fitness equipment ordered but not delivered. St. Croix Recreation is willing to absorb the cost of the equipment ordered but not delivered over \$2,500. They are now pricing heavy duty equipment similar to what is in Deer Meadow Park. The additional cost to

order the equipment is \$3,338 to get all the equipment planned for this park. It was the consensus that a grand re-opening of the park be put on hold until all the equipment is installed.

DeMoe moved to recommend to the Town Board to approve an additional \$3,338 for fitness equipment ordered and installed for an addition cost of \$3,338 with funding from the Park Acquisition and Development Fund. Lee seconded. Ayes all.

VENTO TRAIL – UPDATE: The Vento Trail dead ends at Buerkle Road. Ramsey County is taking jurisdiction of the trail north bound between Buerkle Road and Highway 96 utilizing grant funding. The time frame for construction of the trail is 2021-2023. The trail is proposed to follow the rail corridor. They would like a letter of support from White Bear Township stating that the Town is on board with the project.

Reeves moved to recommend to the Town Board that a letter of support be provided to Ramsey County for the Vento Trail extension between Buerkle Road and Highway 96. DeMoe seconded. Ayes all.



**Town Board Meeting
June 4, 2018**

Agenda Number: **5E – Consent Agenda**

Subject: **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Replace Underground Coaxial Cable Line to Service a Resident at 4373 Fisher Lane Including Directional Boring under Fisher Lane

Documentation: Town Engineer Correspondence / Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve Comcast Permit to Replace Underground Coaxial Cable Line to Service a Resident at 4373 Fisher Lane Including Directional Boring under Fisher Lane



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

May 29, 2018

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: Comcast Permit Application
4373 Fisher Lane
White Bear Township, Minnesota
TKDA Project No. 16627.000

Dear Board Members:

Comcast submitted an application for a permit to replace underground coaxial cable line to service a resident at 4373 Fisher Lane. The service was damaged during a fence installation. Work will include directional boring under Fisher Lane.

We recommend approval with the following conditions:

1. Construction must protect Fisher Lane during the boring process.
2. Construction must protect residential driveways during the construction process.
3. Construction must protect the sanitary sewer and watermain services.
4. Hydrants must be protected and the service line to be installed behind the hydrant.
5. Disturbed areas shall be restored equal to or better than original condition.
6. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
7. Call Gopher One-Call prior to any work.

Sincerely,

A handwritten signature in black ink that reads "Jim Studenski".

Jim Studenski, P.E.
Town Engineer

Enclosures

PERMIT NO. _____

CITY OF: White Bear Twp

**APPLICATION FOR PERMIT FOR INSTALLATION OF UTILITIES
OR FOR PLACING UNDERGROUND CONSTRUCTION**



Name of Party or Organization performing work T-Ray
Address 4255 Lexington Ave N, Arden Hills MN 55126 Telephone No. 651 493 5416

1 Nature of Work Place new CATV Mainline in CIC

Type of Surface to be Disturbed
(Check type) Gravel Bituminous Concrete Boulevard

2 Location 4373 Fisher Ln
Street, Avenue, and House number

(Additional Information attached when necessary)

3 Size and kind of pipe, conduit or cable Repair CATV Mainline
Depth from Surface (Min. 18") 36" to 48"

4 Method of Installation or Construction (including method of compaction & excavation)

PLOW PNEUMA GOPHER & TAMPER

BACKHOE Bore

5 Work to start within 6/1/2018 days and completed within 12/30/2018 days thereafter

6 Will detouring of traffic be necessary? NO If so describe rerouting

COMCAST Project Number: 31181 For Comcast
Andy Dols
(Applicant) Comcast

Signed by [Signature]
Dated 5/18/25/18

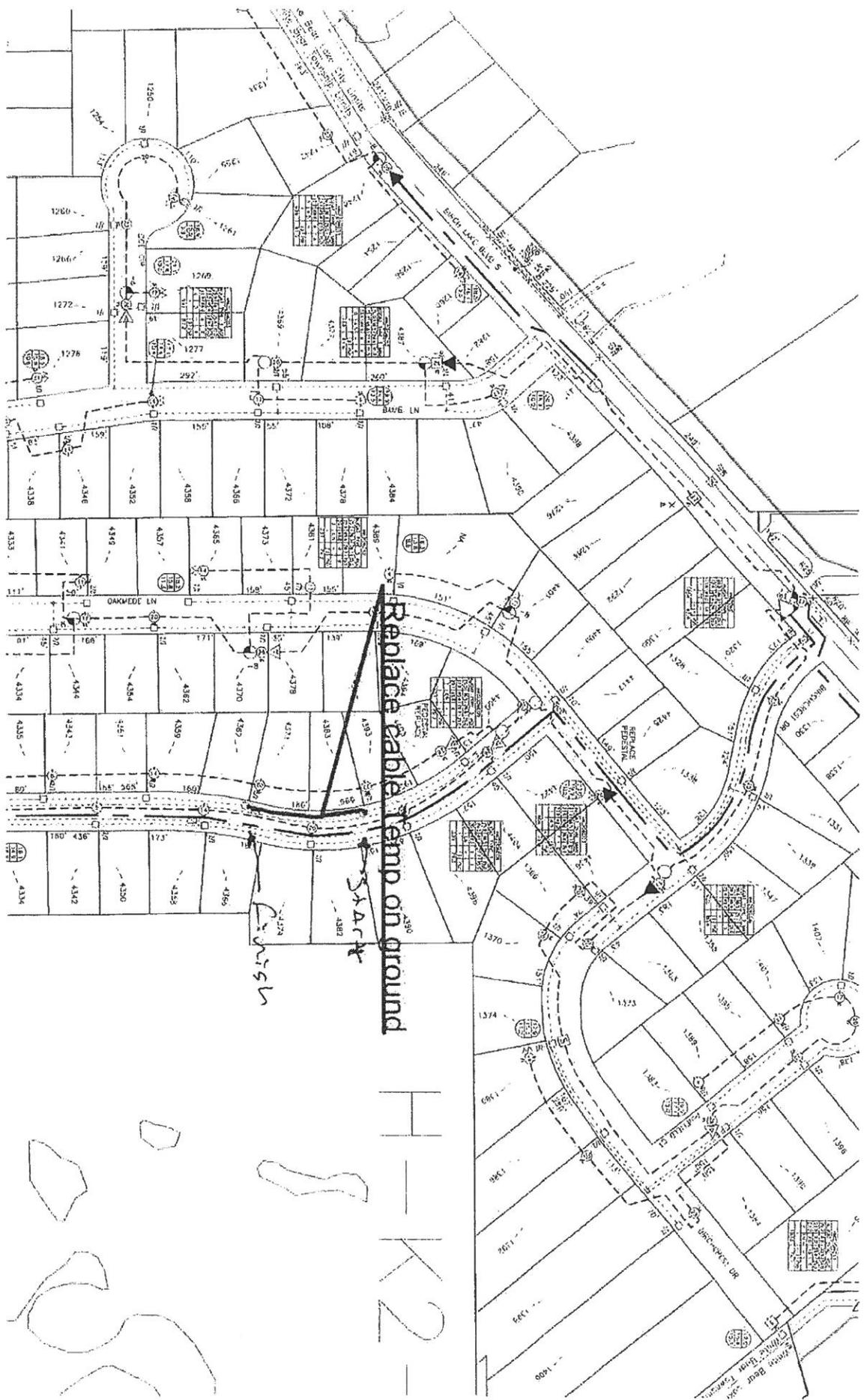
The date when work is completed must be reported to the person designed by municipality.

AUTHORIZATION OF PERMIT

Upon payment of permit fee in the amount of \$ - _____ and in consideration of the agreement to comply in all respects with the Street or Alley excavation ordinances and regulations applicable covering such operations, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with special precautions required, as hereby stated:

It is expressly understood that this permit is conditioned upon replacement or restoration of the disturbed area to its proper condition in accordance with the appropriate rules and regulations.

APPROVED _____
DATED _____



Replace cable Temp on ground

START

Ditch

NORTH





**Town Board Meeting
June 4, 2018**

Agenda Number: 5F – Consent Agenda

Subject: **Right-of-Way Permit** – Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Install a New Gas Service for the Business Building at 2320 Leibel Street Including Directional Boring under Leibel Street

Documentation: Town Engineer Correspondence / Map

Action / Motion for Consideration:

Receive Information / Discuss

Based on Town Engineer Review & Recommendation & Including His Recommended Conditions, Approve XcelEnergy Permit to Install a New Gas Service for the Business Building at 2320 Leibel Street Including Directional Boring under Leibel Street



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

May 29, 2018

Honorable Chairman and Town Board
White Bear Township, Minnesota

Re: XcelEnergy Permit Application
2320 Leibel Street
White Bear Township, Minnesota
TKDA Project No. 16627.000

Dear Board Members:

XcelEnergy has applied for a permit to install a new gas service for the business building at 2320 Leibel Street. The project will require directional boring.

We recommend approval with the following conditions:

1. Contractor must protect Leibel Street during the boring activity.
2. Contractor must protect the sanitary and water services in the road crossing area.
3. Contractor must protect the watermain on the south side of Leibel Street.
4. Disturbed areas shall be restored equal to or better than original condition.
5. If the relocation of these utilities becomes necessary in the future due to a public improvement, the utilities shall be relocated at no cost to the Township.
6. Call Gopher One-Call prior to any work.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Studenski', written over a white background.

Jim Studenski, P.E.
Town Engineer

Enclosures



Date: 05/29/2018
Project #: 10103732

To: City Engineer
White Bear Lake Township
1281 Hammond Road
White Bear Lake Township, MN 55110
651-747-2750

Application is hereby made for permission to construct and therefore maintain: New 1 1/8" PE -natural gas service line to serve the new commercial building @ 2320 Leibel Street in the Township ROW (see attached sketches).

I. Type of Utility – Natural Gas Residential Service Pipe.

Installing a new 1 1/8" pe 60psi natural gas service pipe to a new commercial building and coming from the existing 2" pe 60psi natural gas main on the North side of Leibel Street, 16' from center line in the Township ROW, cross street is Highway 61. A directional bore will be the installation method.

II. Work to be started upon approval and completed by December 31st, 2018.

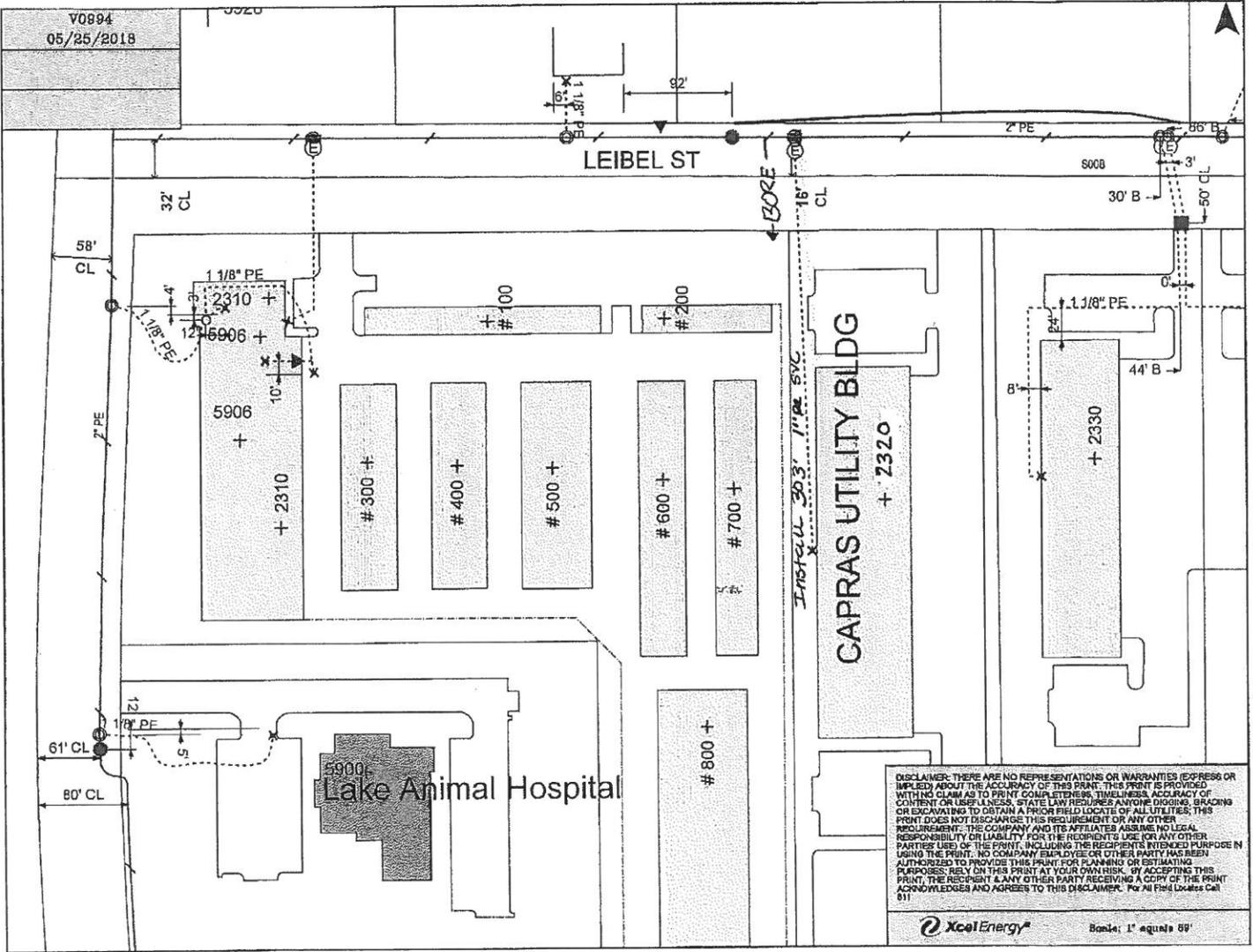
Application Approved:

Xcel Energy

Lisa Peltier

Lisa Peltier
Xcel Energy/Gas Designer
5363 260th St N
Wyoming, MN 55092
651-462-6203-phone
651-462-6217-fax

V0994
05/25/2018



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**Town Board Meeting
June 4, 2018**

Agenda Number: **5D – Consent Agenda**

Subject: **Park Board – Appoint Curt Akenson to an Unexpired Three Year Term on the Park Board to Expire April 30, 2019**

Documentation: Commission List

Action / Motion for Consideration:

Receive Information / Discuss

Appoint Curt Akenson to an Unexpired Three Year Term on the Park Board to Expire April 30, 2019

PARK BOARD

COMMISSIONER

Steve Ruzek
5529 Fisher Court
White Bear Township, MN 55110
651-247-3673
steve.ruzek@whitebeartownship.org

RECORDING SECRETARY

Joan Clemens
651-738-0921 (home) 612-618-0602 (cell)
goldendelta@comcast.net

ADVISOR

Tom Riedesel
651-747-2761 (office) 651-261-2706 (cell)
tom.riedesel@whitebeartownship.org

ADVISOR

Dale Reed, Public Works Director
651-747-2777 (office) 651-775-4295 (cell)
dale.reed@whitebeartownship.org

MEMBERS

Jason DeMoe
1403 Brandlwood Road
White Bear Township, MN 55110
651-331-8076 (cell) 763-233-0708 (work)
judemoe@gmail.com

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Erik Josephson
4188 Forest Court
White Bear Township, MN 55110
703-859-4054 (cell)
erjosephson@gmail.com

Term Expires: April 30, 2021

Appointed: 1/3/2018
Reappointed: 5/7/18

Scott Lombardi (Chair)
5471 Franklin Ave
White Bear Township, MN 55110
651-274-1594 (cell)
scottlombardi81@gmail.com

Term Expires: April 30, 2021

Appointed: 3/2/15
Reappointed: 5/7/18

Patricia Lee
1737 Pioneer Lane
White Bear Township, MN 55110
651-426-3652 (home) 651-271-9941 (cell)
leepatricia1950@aol.com

Term Expires: April 30, 2019

Appointed: 7/16/01
Reappointed: 9/20/04, 2007, 4/19/10, 6/3/13,
6/6/16

Steve Reeves
5341 Cedarwood Court
White Bear Lake, MN 55110
651-755-6072 (cell)
reeves23@comcast.net

Term Expires: April 30, 2021

Appointed: 1/23/17 to fill unexpired term
Reappointed: 5/7/18

Salena Koster (Vice Chair)
3991 Lakewood Ave
White Bear Township, MN 55110
651-431-0326 (cell)
salena.koster@gmail.com

Term Expires: April 30, 2019

Appointed: 3/6/17 to fill unexpired term
Reappointed:

Vacant

Term Expires:

Appointed:
Reappointed:

E-mail Agenda to: jon.anderson@isd624.org



**Town Board Meeting
June 4, 2018**

Agenda Number: 6 – Old Business

Subject: None

Documentation:

Action / Motion for Consideration:



**Town Board Meeting
June 4, 2018**

Agenda Number: 7A – Public Hearing:

Subject: Conditional Use Permit Request @ Otter Lake Elementary School, 1401 County Road H-2 – To Allow Construction of a 32' x 32' Accessory Structure on a 36' x 36' Concrete Pad

Documentation: Staff Memo w/attachments
Public Notice / Resident Letter / Mailing List
Affidavit of Publication /
Conditional Use Permit Application /
Resident Comment /
Proposed Conditional Use Permit/Zoning
Certificate/Requirements

Action / Motion for Consideration:

- Note Proper Publication of the Hearing Notice in Newspaper & Waive Reading of Notice
- Open Public Hearing
- Open Public Comment Portion – Ask for Comments
- Close Public Portion of Hearing

Based on Staff Review & Recommendation Approve Conditional Use Permit / Zoning Certificate / Requirements for Otter Lake Elementary School, 1401 County Road H-2, Which Will Allow Construction of a 32' x 32' Pavilion on a 36' x 36' Concrete Pad

Minutes
Planning Commission Meeting
April 26, 2018

INDEPENDENT SCHOOL DISTRICT 624, OTTER LAKE ELEMENTARY SCHOOL, 1401 COUNTY ROAD H-2 – REQUEST FOR CONDITIONAL USE PERMIT TO ALLOW CONSTRUCTION OF A 34' X 34' ACCESSORY STRUCTURE: The Planner reported that Joe Samuel, an Otter Lake Elementary

School parent, is coordinating the construction of an outdoor learning center at the school. The learning center is proposed to consist of an open sided pavilion, 34' x 34' with a concrete base and 8' wide path to an existing pathway. The roof line would be 32' x 32'. The learning center is proposed on the north side of the school in an area which is maintained as turf. The pavilion is planned to be located more than 500' from the nearest home. Schools are conditional uses in the R-1 Zoning District. Modifications to the site require approval of a Conditional Use Permit which is regulated by Section 9-4 of the Zoning Ordinance and allows the Town to attach reasonable conditions to the approval permit. Joe Samuel stated that the school sees value to get kids outside for classes. The structure would be metal with a color scheme not finalized as yet. The structure would be ADA accessible. He stated that how much of the project will be done this year depends on funding. One half of the cost of the project will be provided by grant funding and from the school district. The other half would be from fund raising. The 34' x 34' concrete pad may be done this year with the rest done next year. During the next few months they will be able to see what can be done this year, either the entire project, or a first phase. In response if additional parking will be needed, Joe Samuel stated that the current parking on the south side of the building is sufficient. In response to a question if only part of the project is done this year what protection would there be for the post holes. Joe Samuel stated that they would place boxes for protection. They also propose to have decorative pedestals if there are sufficient funds, and volunteers would be utilized. There is support from the companies supplying the materials. In response to a question if there would be any lighting, Joe Samuel stated that there would be down-cast security lights. Electricity would be brought from the school building if there is enough money to pay for the connection.

Artner moved to recommend to the Town Board to approve the request from Independent School District 624, Otter Lake Elementary School, 1401 County Road H-2, for Conditional Use Permit to allow construction of a 34' x 34' accessory structure. Patrick seconded. Ayes all.

MEMORANDUM

TO: PLANNING COMMISSION
FROM: TOM RIEDESEL
DATE: APRIL 18, 2018 UPDATED JUNE 1, 2018

SUBJECT: OUTDOOR CLASSROOM SPACE – SHELTER

REQUEST: CONDITIONAL USE PERMIT TO CONSTRUCT A SHELTER
LOCATION: 1401 COUNTY ROAD H-2
OTTER LAKE ELEMENTARY SCHOOL
APPLICANT: SCHOOL DISTRICT #624
CONTACT: JOE SAMUEL
ZONING: R-1, SUBURBAN RESIDENTIAL

Joe Samuel, an Otter Lake Elementary School parent, is coordinating the construction of an outdoor learning center at the school. The learning center is proposed to consist of an open sided pavilion, size to be determined (update; the size is proposed to be a 32' x 32' shelter on a 36' x 36' slab), with a concrete base and 8' wide path to an existing pathway. The learning center is proposed on the north side of the school in an area which is maintained as turf. The pavilion is planned to be located more than 500' from the nearest home.

Schools are a conditional use in the R-1 Zoning District. Modifications to the site require approval of a Conditional Use Permit.

Conditional Use Permits are regulated by Section 9-4 of the Zoning Ordinance. A Conditional Use Permit allows the Town to attach reasonable conditions to the approval permit. The use is considered permitted.

Section 9-4.4 of the Zoning Ordinance sets the conditions which must be considered when reviewing a Conditional Use Permit. It states:

9-4.4. STANDARDS. A Conditional Use Permit application shall be approved if it is found to meet all standards set forth in the following provisions.

9-4.4(a). The proposed use shall be planned, designed, constructed and maintained to avoid:

- (1). Unnecessary detracting from the appearance of adjacent properties or from the Town as a whole.
- (2). Aesthetic incompatibility.
- (3). Aural Incompatibility.

- (4). Damage to vegetation.
- (5). Traffic pattern incompatibility.
- (6). Erosion of soil.
- (7). Unnecessary loss of existing natural features (vegetation, steep slopes, wetlands, water bodies).
- (8). Increased flood potential.

9-4.4(b). The proposed use shall meet all reasonable requirements, as set forth by the Town Board, in order to protect the health, safety and welfare of the Town. Uses proposed for "O-S" Open Space districts shall provide for a level of police protection and civilian supervision as set forth by the Town Board to ensure supervision and maintenance of said districts.

9-4.4(c). Fire prevention and fighting equipment acceptable to the Board of Fire Underwriters and Town Board shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.

9-4.4(d). The proposed use shall bear the cost of all additional water availability (W.A.C.) charges, pursuant to Ordinance No. 12 (Regulating Use of Water), and sewer availability (S.A.C.) charges, pursuant to Ordinance No. 36 (Sewer Service Availability and Charges), where the proposed use expands upon a pre-existing use.

9-4.4(e). The proposed use shall not result in the destruction, loss or damage of a natural, scenic, environmental or historic feature of the Town.

9-4.4(f). The proposed use shall not depreciate the value of adjacent properties.

9-4.4(g). The proposed use shall be sited, oriented, designed, landscaped and maintained to produce a harmonious relationship of buildings and grounds to adjacent buildings and properties.

9-4.4(h). The proposed use shall organize vehicular access and parking to minimize traffic congestion to adjacent properties.

9-4.4(i). The proposed use shall preserve and incorporate the site's natural and scenic features into the development design.

9-4.4(j). The proposed use shall have no negative impact of noise, glare or odor effects on adjacent properties.

9-4.4(k). The proposed use shall preserve the objectives of this Ordinance and shall be consistent with the policy and plan recommendations of the Comprehensive Plan.

The proposed shelter and site improvements meet the standards for approval of a Conditional Use Permit.

If recommended for approval, the Conditional Use Permit should be subject to the following requirements:

1. All requirements of the Town's Building Inspector/State Building Code shall be applied.
2. All requirements of the White Bear Lake Fire Marshall shall be applied.

TR/psw
cc:admin/add.file
b:Otterlakeaccess

Patti Walstad

From: Tom Riedesel
Sent: Friday, May 11, 2018 8:15 AM
To: Patti Walstad
Subject: FW: FW: Otter Lake Elementary School - Outdoor Learning Space
Attachments: Square VT EX (2).jpg

More specific details on the Otter Lake Ele. shelter.

From: Joe Samuel [mailto:j-sam@comcast.net]
Sent: Friday, May 11, 2018 8:03 AM
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Subject: RE: FW: Otter Lake Elementary School - Outdoor Learning Space

Good morning Tom.

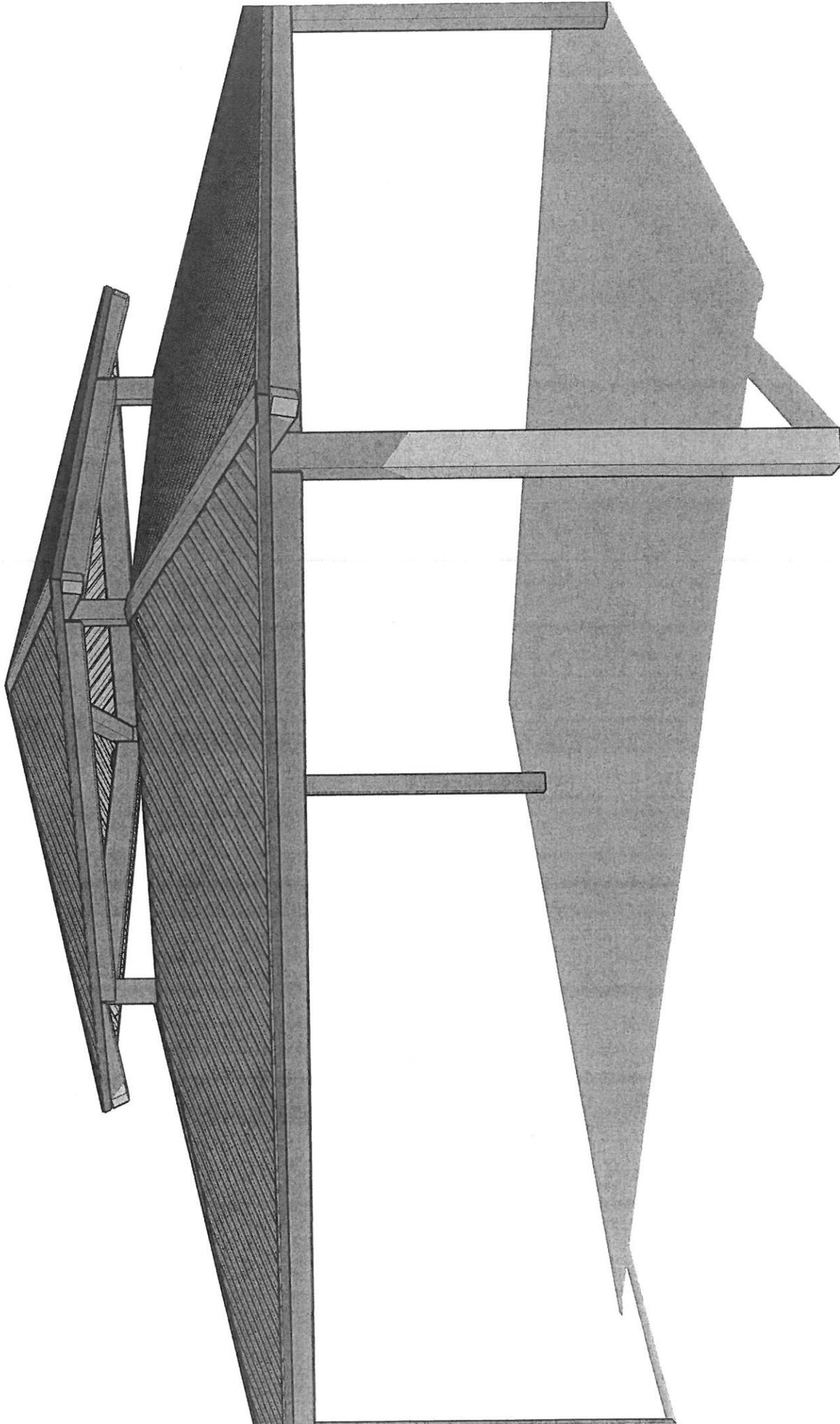
Just wanted to give you a short update on the Otter Lake Classroom.

Funding has been secured for approx half of the pavilion cost. Based on current funding, the school anticipates completing Phase 1 - concrete and footings in 2018, assuming Town Board Approval on June 4th. I have attached an image of the pavilion structure that will be constructed once all funds are secured. It is possible that the pavilion construction may occur over the 2018/2019 winter. I anticipate starting the building permit process after Town Board Approval in early June.

In addition, we have worked with the pavilion vendor and learned that the most economical structure is a 32' x 32' structure versus the original proposal of a 30' x 30' structure. Our application was submitted anticipating a 30'x 30' structure on a 34'x34' concrete pad; going with the 32' x 32' structure the concrete pad would increase to 36'x 36'. So the overall hardsurface increase would be only 140SF and the larger pavilion footprint does not increase the overall pavilion height. Let me know if this is something we need to discuss with the Town Board or if we can address during building permit process.

Thanks again for your support on this project.

Joe Samuel 651.295.3253



PUBLIC NOTICE

NOTICE OF HEARING REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW CONSTRUCTION OF A 32' X 32' ACCESSORY STRUCTURE ON A 36' X 36' CONCRETE PAD AT OTTER LAKE ELEMENTARY SCHOOL IN THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN, That the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall, 4200 Otter Lake Road in said Town on Monday, June 4, 2018 at 7:00 p.m. to consider the request of the granting of a Conditional Use Permit to allow construction of a 32' x 32' accessory structure on a 36' x 36' concrete pad at Otter Lake Elementary School, in the area lying and being in the Town of White Bear, Ramsey County, Minnesota, described as follows, to-wit:

The Northeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ except that part lying northerly of Otter Lake Road and except the South 490 feet of the West 150 feet, the East 8 acres of the Northwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$, all located in Section 10, Township 30, Range 22,

(Otter Lake Elementary School, 1401 County Road H-2)

and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereof.

Given under my hand this 7th day of May, 2018.



WILLIAM F. SHORT, Clerk-Treasurer



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

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

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750
FAX 651-426-2258
Email: wbt@whitebeartownship.org

May 22, 2018

Resident
White Bear Township, Minnesota 55110

Dear Interested Property Owner:

Enclosed for your information please find a **Notice of Hearing Request for a Conditional Use Permit to Allow Construction of a 32' x 32' Accessory Structure on a 36' x 36' Concrete Pad at Otter Lake Elementary School in the Town of White Bear, Ramsey County, Minnesota.**

An Otter Lake Elementary School parent is coordinating the construction of an outdoor learning center on the north side of the school building which requires modification of the Conditional Use Permit in effect at Otter Lake Elementary.

The Public Hearing on the matter is scheduled for **Monday, June 4, 2018 @ 7:00 p.m. at Heritage Hall, 4200 Otter Lake Road, White Bear Township, Minnesota.**

If you have any comments or questions regarding this request please plan on attending the Public Hearing. If you cannot attend the hearing and have questions or comments please contact Tom Riedesel, Planner, at 651.747.2761 or via email at tom.riedesel@whitebeartownship.org.

Sincerely,

Patti Walstad
Paralegal

PSW/s
Enc.
cc:admin/add.file



recycled paper



RAMSEY COUNTY PARKS & REC
2015 VAN DYKE ST N
MAPLEWOOD MN 55109

RESIDENT
1363 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5420 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5489 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5481 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5426 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5434 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5435 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5427 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1365 LYNX ROAD
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1365 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1570 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1392 JONQUIL LANE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1376 JONQUIL LANE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1384 JONQUIL LANE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5540 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1416 JONQUIL LANE
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5545 OTTER LAKE ROAD
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5535 OTTER LAKE ROAD
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5486 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110



RESIDENT
1550 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1367 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

ISD #624
2399 CEDAR AVENUE
WHITE BEAR LAKE MN 55110

RESIDENT
5478 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
1560 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5470 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5534 FISHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5534 FINCH COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5540 FINCH COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5534 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
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WHITE BEAR TOWNSHIP MN 55110

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RESIDENT
5459 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5522 FISHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5494 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5380 OTTER LAKE ROAD
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5502 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110





RESIDENT
5511 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5529 FINCH COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5522 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5529 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5522 FINCH COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5451 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5497 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5528 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5535 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5528 FINCH COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5523 FINCH COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5523 JAGUAR COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
4855 BLOOM AVENUE
WHITE BEAR LAKE MN 55110

RESIDENT
5443 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5528 FISHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5510 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110

RESIDENT
5505 FEATHER COURT
WHITE BEAR TOWNSHIP MN 55110



AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

Carter Johnson, being first duly sworn, on oath states as follows:

- 1. I am the publisher of the WHITE BEAR PRESS, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant of Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached was published in the newspaper are as follows:

Once a week, for one week, it was published on Wednesday, the 23rd day of May, 2018.

- 4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows:
a) Lowest classified rate paid by commercial users for comparable space
b) Maximum rate allowed by law for the above matter
c) Rate actually charged for the above matter \$ 16.55/inch

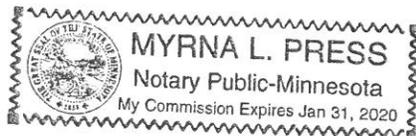
- 5. Mortgage Foreclosure Notices. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in Ramsey County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

BY: [Signature]
TITLE: Carter Johnson, Publisher

Subscribed and sworn to before me on this 23rd day of May, 2018.

[Signature]
Notary Public



WHITE BEAR TOWNSHIP PUBLIC NOTICE
NOTICE OF HEARING REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW CONSTRUCTION OF A 32' X 32' ACCESSORY STRUCTURE ON A 36' X 36' CONCRETE PAD AT OTTER LAKE ELEMENTARY SCHOOL IN THE TOWN OF WHITE BEAR, RAMSEY COUNTY, MINNESOTA
NOTICE IS HEREBY GIVEN, That the Town Board of Supervisors of the Town of White Bear, Ramsey County, Minnesota, will meet at Heritage Hall 4200 Otter Lake Road in said Town on Monday, June 4, 2018 at 7:00 p.m. to consider the request of the granting of a Conditional Use Permit to allow construction of a 32' x 32' accessory structure on a 36' x 36' concrete pad at Otter Lake Elementary School, in the area lying and being in the Town of White Bear, Ramsey County, Minnesota, described as follows, to-wit:
The Northeast 1/4 of the Northwest 1/4 except that part lying northerly of Otter Lake Road and except the South 490 feet of the West 150 feet the East 8 acres of the Northwest 1/4 of the Northwest 1/4, all located in Section 10, Township 30, Range 22, (Otter Lake Elementary School, 1401 County Road H-2)
and to hear and pass upon objections and recommendations, if any, and to conduct any and all business incident thereof.
Given under my hand this 7th day of May, 2018.
WILLIAM F. SHORT, Clerk-Treasurer
Published one time in the White Bear Press on May 23, 2018.

RECEIVED
MAY 29 2018
TOWN OF WHITE BEAR



RECEIVED
APR 04 2018
TOWN OF WHITE BEAR

CONDITIONAL USE PERMIT APPLICATION FORM

INTRODUCTION

A Conditional Use Permit may be granted or denied by the Town Board after recommendation by the Planning Commission in accordance with Ordinance No. 35 (Zoning), Section 9-4, Conditional Use Permit Procedure.

APPLICANT(S) Dan Roeser PHONE (Home) _____

(Business) 651-407-7633
(Cell) _____

ADDRESS 4855 Bloom Avenue
White Bear Lake, MN 55110

PROPERTY OWNER Independent School District - 624

ADDRESS OF SITE 1401 County Rd H2 East ZONING R-1

EXISTING USE OF SITE Otter Lake Elementary School

DESCRIPTION OF CONDITIONAL USE BEING REQUESTED

Request is to construct an accessory structure (ie outdoor educational space) approximately 65' x 75' with Pavilion and environmental stations for Otter Lake students. The outdoor space will be located on the north side of the existing building and adjacent to paved trail. Please see attached information more more detail

Fee (\$75.00 plus \$200.00 Expense Deposit)

CHECKLIST:

- Site Plan
 - _____ Building locations (dwelling, garage, accessory building).
 - _____ Site improvements (parking areas, drives, sidewalks, fences, decks, lighting, etc.).
 - _____ Yard (front, side, rear setbacks).
 - _____ Wetlands (delineation of streams, water bodies, wetlands & 100 year storm elevation).
 - _____ Existing trees (6 inch in diameter or more), large shrubs & proposed landscaping.
 - _____ Location of site, with adjacent land use.
 - _____ Topography, grading.

- _____ Schedule (when applicant intends to construct)
- _____ Additional information, if required.
- _____ Permits or written comments from other agencies (DNR, RCWD, VLAWMO, Ramsey County, MNDot, US Army Corps of Engineers.
- _____ Certificate of Survey, or full legal description
- _____ Building plans (size, intended use of structures, exterior finishes, floor plans and elevations).

REVIEW PROCESS:

1. Submit 15 copies of application and all supporting information to Town Planner (minimum of 3 weeks prior to Planning Commission Meeting).
2. Planning Commission _____ (4th Thursday of the month @ 7:00 p.m. at the Town Hall).
3. Town Board _____ (1st Monday of the following month @ 7:00 p.m. at the Town Hall)
(Call Public Hearing)
4. Town Board _____ Public Hearing
5. Town Board _____
(Action subject to Public Hearing Schedule)

STANDARDS:

The Town Board will approve a Conditional Use Permit only if the following facts are established:

- _____ 1. There will be no detracton from the appearance of adjacent properties, or Town as a whole.
- _____ 2. There will not be aesthetic incompatibility.
- _____ 3. There will not be aural incompatibility (noise).
- _____ 4. There will not be damage to vegetation.
- _____ 5. Traffic patterns will not be negatively affected.
- _____ 6. There is no unnecessary loss of existing natural features.
- _____ 7. Will not cause soil erosion.
- _____ 8. Will not increase flood potential.
- _____ 9. The proposal is consistent with Comprehensive Plan and complies with other Ordinances.

It is the policy of White Bear Township that all identifiable costs associated with Conditional Use Permits within the Township shall be the sole responsibility of the owner of said property. The costs shall include, but are not limited to the following: Township planning review costs (reports, meetings, site review); engineering review costs; legal costs (preparation of hearing notices, legal research, certification costs); publication costs (notice of hearing); reapportionment of assessments (engineers report); mailings and Ownership Reports (ownership/encumbrance).

Prior to the final approval by the Town Board, all Township expenses to date shall be paid by the owner. Subsequent expenses not paid at the time of final approval (due to billings by consultants, etc.) shall be due upon receipt of a billing from the Township.

Dan Roeser
Signature of Applicant(s)

3-19-18
Date

To Be Completed By Office:	ck# 2118
Date Request Received <u>4/4/18</u>	
By <u>Karen</u> (Staff Member)	\$75.00 Fee + \$200 Deposit Received <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date Application Complete _____	

Patti Walstad

From: Tom Riedesel
Sent: Tuesday, May 29, 2018 12:44 PM
To: Patti Walstad
Subject: FW: conditional use permit Otter Lake School

FYI

From: John Malchow [mailto:John.Malchow@rescare.com]
Sent: Tuesday, May 29, 2018 12:31 PM
To: Tom Riedesel <Tom.Riedesel@whitebeartownship.org>
Subject: conditional use permit Otter Lake School

Hi Tom. I received the letter about the plan for the 32x32 Accessory structure at Otter lake School. I'm in favor of it and support it 100%

STATE OF MINNESOTA
COUNTY OF RAMSEY

TOWN OF WHITE BEAR
Office of Town Clerk/Treasurer

CONDITIONAL USE PERMIT

IN CONSIDERATION of the statements made by Independent School District No. 624, in their application therefor duly filed in this office, which Application is made a part hereof, and a showing by the applicant that the standards and criteria set forth in Ordinance No. 35 (Zoning) for Conditional Use Permits will be satisfied, a public hearing thereon having been held as provided by statute and ordinance, PERMISSION IS HEREBY GRANTED To said INDEPENDENT SCHOOL DISTRICT NO. 624, to construct a 32' x 32' pavilion on a 36' x 36' concrete pad, a storage facility, pavilion, and batting cages, upon a tract of land lying and being in the Town of White Bear, described as follows: The Northeast ¼ of the Northwest ¼ except that part lying northerly of Otter Lake Road and except the South 490 feet of the West 150 feet, the East 8 acres of the Northwest ¼ of the Northwest ¼, all located in Section 10, Township 30, Range 22; Address: 1401 County Road H-2, which tract is of the size and area specified in said application.

This permit is granted upon the express condition that said owner and their contractors, agents, workmen and employees shall comply in all respects with the ordinances of the Town of White Bear and the Special Requirements attached hereto and made a part hereof.

Given under the hand of the Town Clerk/Treasurer and the Seal of the Town Clerk this 4th day of June, 2018.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) ss.
)
TOWN OF WHITE BEAR)

TOWN CLERK/TREASURER

THIS INSTRUMENT WAS DRAFTED BY:
WHITE BEAR TOWNSHIP
1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP MN 55110

I, the undersigned, being the duly qualified and acting Clerk of the Town of White Bear, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached and foregoing Conditional Use Permit with the original records and files of said Town, and that the same is a full, true, and correct transcript therefrom.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the Town Clerk's Seal this 4th day of June, 2018.

TOWN CLERK/TREASURER

ZONING CERTIFICATE

Town of White Bear, Minnesota

I hereby certify that the real estate situated in the Town of White Bear, Ramsey County, Minnesota, described as follows, to-wit: The Northeast ¼ of the Northwest ¼ except that part lying northerly of Otter Lake Road and except the South 490 feet of the West 150 feet, the East 8 acres of the Northwest ¼ of the Northwest ¼, all located in Section 10, Township 30, Range 22, and commonly known as: 1401 County Road H-2, is in a(n) R-1 Suburban Residential District and can be used for the following purpose: Construction of a 32' x 32' pavilion on a 36' x 36' concrete pad, four (4) ball fields, a storage facility, pavilion, and batting cages, all in accordance with the attached Requirements, pursuant to Ordinance No. 35, the Zoning Ordinance for the Town of White Bear, Ramsey County, Minnesota.

Dated: June 4, 2018.

TOWN CLERK

- CONDITIONAL USE
- PERMITTED USE
- NON-CONFORMING USE
- SPECIAL HOME OCCUPATION
- OTHER: _____

CONDITIONAL USE PERMIT REQUIREMENTS

OTTER LAKE ELEMENTARY SCHOOL
1401 COUNTY ROAD H-2
WHITE BEAR TOWNSHIP MN 55110

THIS CONDITIONAL USE PERMIT SUPERSEDES THE PERMITS ISSUED FEBRUARY 2, 1999, SEPTEMBER 4, 2001, AUGUST 7, 2006, SEPTEMBER 17, 2007 & AUGUST 16, 2010.

1. The following plans are made a part hereof by reference:
 - Site Plan dated 11/12/98; and
 - Center Storage Facility & Pavilion Plan dated 6/11/01.
2. The approved plan includes the four ball fields and related fencing and irrigation. Field lighting and soccer fields shown on the Site Plan are not approved as part of this permit.
3. No parking shall be permitted on Otter Lake Road between the intersection of County Road H-2 and Otter Lake Road to 5535 Otter Lake Road and the south side of County Road H-2, between 1367 County Road H-2 and the intersection of County Road H-2 and Otter Lake Road from May 20th to August 15th.
4. The Town Board may waive this requirement for tournament or special events, and may approve on-grass parking on an event by event basis.
5. Construction of a 32' x 32' pavilion shall be placed on a 36' x 36' concrete slab located north of the school as shown on the following plans:
 - L1.1 received April 4, 2018
 - L1.2 dated 3/27/18
 - L1.3 dated 3/27/18
6. Portable toilets shall be placed within the wooded area southwest of the ball field complex.
7. Erection and removal of temporary fencing shall be permitted in the outfield of the southwestern most ball field.
8. All State, Federal and local laws and applicable Ordinances shall be complied with.

Items Previously Satisfied

1. Silt fencing, rock construction entrance or other methods shall be used to minimize transfer of sediment from the site and to control potential erosion into wetlands.
2. Construction of 30' wide x 60' long batting cages between the two easterly fields are to be constructed with a colored concrete slab.

3. On street parking on the north side of County Road H-2 shall be parallel parking only, and shall be signed accordingly.

TR/psw
cc:admin/add.file
b:olerequirements-18



**Town Board Meeting
June 4, 2018**

Agenda Number: 8A – New Business

Public Works Director Item:

Subject: Message Board – Approve Purchase

Documentation: Staff Memo w/attachments

Action / Motion for Consideration:

Report at Meeting / Discuss

Based Public Works Director Review & Recommendation Approve the Purchase of the Vermac Message Board from Street Smart Rental in the Amount of \$15,585.00 With Funding From the Town's Capital Equipment Fund

MEMORANDUM

Date: May 25, 2018

To: Town Board

From: Paul Peltier, Public Works Lead; Peter Tholen, Public Works Field Maintenance Supervisor; Dale Reed, Public Works Director.

Re: Purchase of a Message Board

Public Works is looking for approval to purchase a Vermac Message Board to use enhance staff's and resident's safety when working in the road Right of Way (ROW) performing repair and maintenance activities on the roads, storm water, water, sanitary sewer, and park systems. The Town will also have the ability to use it to display Township events and emergency messages to the public.

The specified Message Board is a Vermac PCMS 548 Hydraulic version with a tongue jack stand, 30-amp Smart Charger, and Houston Radar. Two vendors have quoted the specified model. Street Smart Rental of Lino Lakes for \$15,585.00 and Give 'Em A Brake Safety for \$17,189.00. The proposed purchase identified in the 2018-2027 Capital Improvement Plan, with funding provided by the Capital Equipment Fund. There is \$20,000.00 designated in the Town's Capital Equipment Fund for the purchase of the Message Board.

Town Board action is to approve the purchase of the Vermac message board from Street Smart Rental for \$15,585.00.



SALES QUOTE

7526 4th Ave
 Lino Lakes, MN, 55014
Representative: Matt Krengel
Phone: (651) 308-8212
Email: mkrengel@streetsmartrental.com

ACCOUNT	White Bear Township
QUOTE #	206372
TERMS	
DATE	March 28, 2018

BILLING ADDRESS

..

SHIPPING ADDRESS

1283 Hammond Road
 White Bear Township, MN, 55110

ITEM NAME	PART NUMBER / DESCRIPTION	QTY	UNIT PRICE	TOTAL
Small FM Trailer	PCMS-548/HYD	1	\$13,556.00	\$13,556.00
Tongue Jack w/wheel	OPT-MS-TWJ	1	\$139.00	\$139.00
30 Amp Smart Charger	OPT-MS-30-AMP/IQ4	1	\$425.00	\$425.00
Houston Radar	OPT-MS-Radar	1	\$1,465.00	\$1,465.00
Mileage Charge	Freight Included	1	\$0.00	\$0.00
SUBTOTAL				\$15,585.00
TAX				\$0.00
TOTAL				\$15,585.00

Pricing provided on this quote is valid for up to 30 days after the printed date.

NOTES AND COMMENTS

Quoting the Vermac PCMS 548 Hydraulic version with optional wheel jack, charger, radar

This and all of our products can be purchased off the MN State Equipment contract #124548, Release # A-210(5)

TERMS AND CONDITIONS

To accept this quote and terms outlined above, sign and date, and return.

Customer Signature:

Print Name:

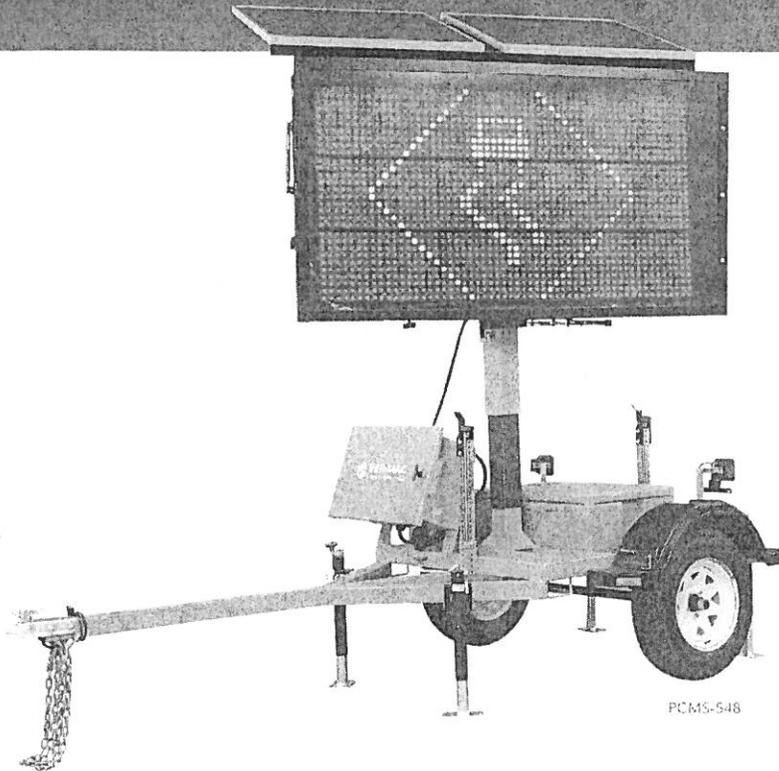
Date:

This quote and any attachments originated from Street Smart Rentals may contain information that is proprietary, privileged client communications, or work product. If you are not the intended recipient, you are not authorized to read, retain, or distribute this information. If you received this in error, please notify the sender immediately and delete all copies

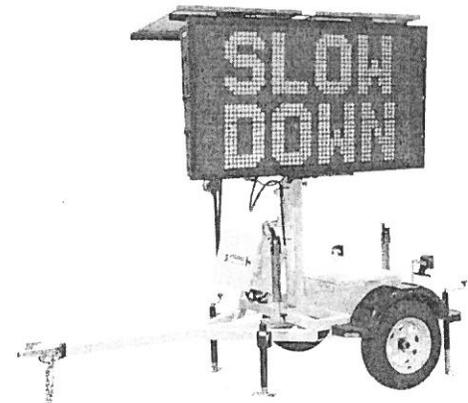
If you have any questions, please give us a call at 888-653-6800

Find us online at www.streetsmartrental.com

Thank you for your business!



PCMS-548



PCMS-548LE

LAW ENFORCEMENT MODEL

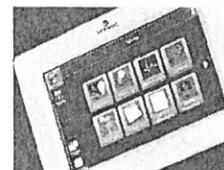
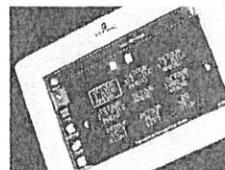
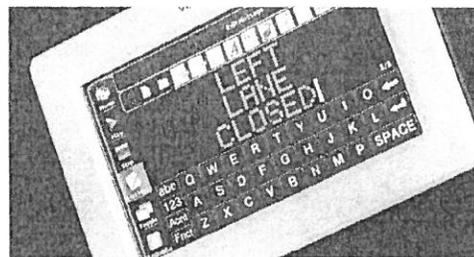
PCMS-548/PCMS-548LE

TRAILER-MOUNTED MESSAGE SIGN

Ver-Mac's PCMS-548/PCMS-548LE are mini full-matrix trailer-mounted portable changeable message signs. They feature the NTCIP-compliant V-Touch controller, Tilt-and-Rotate solar panels, JamLogic fleet management software (modem required) and optional Stealth Technology. Both units combine energy-efficient design and high-quality construction to provide the most reliable and cost-effective message signs on the market. PCMS-548 is perfect for lower speed roadways and urban areas. PCMS-548LE has the same features, but comes painted in white with radar and modem, which makes it the perfect model for law enforcement.

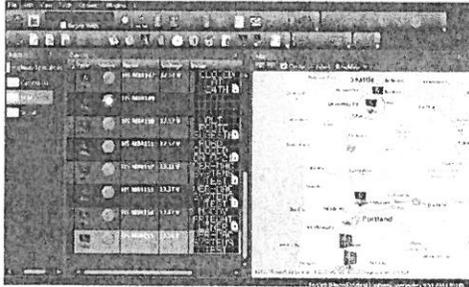
V-TOUCH CONTROLLER

- **NTCIP compliant**
- **Easy-to-read** – 7-inch (178 mm) color LCD pressure-sensitive display screen
- **User-friendly** – one-click icon-based menu items
- **Time-saving** – create your own library of messages
- **Simple to operate** – the intuitive point-n-go icons ensure quick and easy commands to display or edit messages
- **Additional functionalities** – scheduling, sign diagnostics, pin-protected security, and much more



PCMS-548/PCMS-548LE

PCMS-548/PCMS-548LE



JAMLOGIC™ FLEET MANAGEMENT SOFTWARE

Equip the PCMS-548 with Ver-Mac's high-speed modem with GPS and maximize your productivity, efficiency and profitability all remotely from your office or home! The JamLogic software is FREE and you get all the updates at no charge!

- Monitor, maintain and manage your signs from any PC, laptop, tablet or smartphone
- View your equipment in a list and GPS map view
- Change a message on one or more signs simultaneously with a simple click
- View your messages and battery voltages
- Group your signs in folders (by customer, location, project ... you choose!)
- Receive e-mail or text alerts – optional (low battery, cellular failure, etc.)

APPLICATIONS

- City and county (urban areas)
- School zones
- Special events

DISPLAY

- Display panel: 45 in. x 80 in. (1146 mm x 2027 mm)
- Full matrix of 30 x 56 pixels
- 4 LEDs per pixel
- Up to 3 lines of 12 characters per line
- Display sign rotates 360 degrees for perfect setting
- Plug-and-play display modules for simplified maintenance

- 1-year warranty on complete trailers
- 2-year warranty on electronic components manufactured Ver-Mac

POWER SUPPLY CONFIGURATION

- **TILT-AND-ROTATE SOLAR PANELS** – Panels tilt up to a 60-degree angle to provide maximum solar recharging during all four seasons.
- Designed to run 12 months in most regions without manual charging
- Various configurations of solar panels and batteries are available to meet your needs.

HIGH-QUALITY CONSTRUCTION

- **Powder coating superior finish** – impact, humidity, salt spray and rust resistant
- **4 leveling jacks** – for stabilization and easy transportation
- **Manual lift mechanism** – for a quick deployment
- **Heavy-duty plastic fenders** – for durability and easy replacement
- **Plastic battery box** – to minimize battery corrosion
- **Lockable control box** – for security
- **2-in. (51 mm) coupler or 3-in. (76 mm) pintle eye** – for easy towing

STEALTH TECHNOLOGY (OPTIONAL)

Ver-Mac's innovative Stealth Technology design will help you significantly reduce your battery maintenance and repair costs. This technology combines two great innovations:



Cleverly hidden battery compartment
– deter thieves from stealing batteries



Long-lasting sealed batteries
– no maintenance required

DIMENSIONS AND WEIGHTS

- Overall length: 140 in. (3565 mm)
- Overall width: 71 in. (1791 mm)
- Traveling height: 95 in. (2417 mm)
- Operating height: 161 in. (4081 mm)
- Axle/suspension: 907 kg (2,000 lb.)
- Weight (approx.): 580 kg (1,280 lb.)

OPTIONS

- Modem with GPS
- Data plan (requires modem)
- Battery charger
- Tongue wheel jack
- Radar
- Data logger (requires radar)
- Manual lift mechanism
- Stealth Technology

Other options are available to meet your needs.

YOUR LOCAL DISTRIBUTOR



VER-MAC®

1781, BRESSE STREET, QUEBEC, QUEBEC, G2G 2V2, CANADA
T: 418-654-1303 F: 888-488-7446 F: 418-654-0517
VER-MAC.COM

PCMS-548/PCMS-548LE © 2017, Signalisation Ver-Mac inc. All right reserved.

Paul Peltier

From: Sean Mooney <SMooney@gebsafety.com>
Sent: Monday, May 07, 2018 9:32 AM
To: Paul Peltier
Subject: Re: message board

Hello Paul,

Below is a quote for the message board you are inquiring about.

PCMS-548/HYD \$14,789.00
OPT-MS-TWJ \$150.00
OPT-MS-30-amp/IQ4 \$450.00
~~OPT-MS-Modem \$1,200.00~~
OPT-MS-Radar \$1,500.00
Freight \$300.00

\$17,189.00

Thank you,

Sean Mooney
Outside Sales and Marketing
Give 'Em A Brake Safety
2610 Sanford Ave
Grandville, MI 49418
PH: 616-531-8705
FX: 616-531-8703
smooney@gebsafety.com
www.gebsafety.com

On May 4, 2018, at 12:59 PM, Paul Peltier <Paul.Peltier@whitebeartownship.org> wrote:

Sean

I need a quote on a Ver-Mac PCMS-548/HDY

With Tongue wheel jack, 30 amp charger, Houston radar, Shipping

To White Bear Township MN. 1283 Hammond Rd. 55110. Any questions please contact me. Thanks Paul

Paul Peltier

Publicworks Lead.

White Bear Township Publicworks.

1283 Hammond Rd, White Bear Township, MN 55110

Office 651-747-2773.



**Town Board Meeting
June 4, 2018**

Agenda Number: 8B – New Business

Public Works Director Item:

Subject: Eagle Park Tennis Court:

1. Reject Quotes Received May 21, 2018
2. Receive New Quotes
3. Approve Quote

Documentation: Staff Memo

Action / Motion for Consideration:

Report at Meeting / Discussion

Based on Public Works Director Review & Recommendation:

- 1) Reject All Quotes Received May 21, 2018
- 2) Receive New Quotes
- 3) Approve the Modern Fence Updated Quote in The Amount of \$17,600.00

Noting Funding from the Park & Recreation Fund

**Minutes
Town Board Meeting
May 21, 2018**

EAGLE PARK TENNIS COURT – APPROVE QUOTE FOR REPLACEMENT OF FENCING: As part of the Town's infrastructure management program, the Town budgets money in the Capital Improvement Plan to rehabilitate existing tennis courts. This year the double tennis court at Eagle Park had the old asphalt court and fencing removed. The new asphalt court will be placed early this summer. The tennis court fencing will need to be replaced. There is 448 feet of 10' tall 9 gauge galvanized chain link fence with top and bottom rails; 2 new 4' x 7' single gates with hinges and latches; all line posts will be 2-1/2" diameter with terminal posts at 3' diameter to be installed. Quotes were received from Town & Country Fence for \$17,585.00 and from Modern Fence for \$17,600.00. Both companies have completed fencing replacement projects in the Town previously. The project is

identified in the 2018-2027 Capital Improvement Plan. To date, the expenses have been \$35,490.00 for the new asphalt court, an estimated \$8,500.00 for new tennis court surfacing, leaving a \$16,010.00 balance of the \$60,000.00 designated in the Park and Recreation Fund for the fencing. The \$1,575.00 shortfall can be supplemented by other projects that came in under cost from the Park and Recreation Fund.

Ruzek moved, based on Public Works Director's review and recommendation to approve the quote for the replacement of the Eagle Park tennis court fencing from Town & Country Fence in the amount of \$17,585.00 with funding from the Park and Recreation Fund, noting that this was identified in the 2018-2027 Capital Improvement Fund. Prudhon seconded. Ayes all.

The Town Board Meeting recessed at 7:50 p.m. Ruzek moved to go into Attorney-Client Closed Session at 7:50 p.m. Prudhon seconded. Ayes all.

MEMORANDUM

Date: May 29, 2018
To: Town Board
From: Dale Reed, Public Works Director
Re: Eagle Park Tennis Court Fencing Quote Rejection

The Town Board received two quotes for the Eagle Park Tennis Court Fencing replacement at the May 21, 2018 Town Board meeting. Quotes were received from Town & Country Fence for \$17,585.00 and from Modern Fence for \$17,600.00. The Town Board approved the low quote from Town and Country Fence and when the Public Works Director contacted them and verified the quote it was discovered that they omitted the middle support rails on the fence. Their revised quote that included the middle support rails is now \$19,985.00.

Due to the change in specifications, I am recommending:

1. Rejecting both bids that were received on May 21,
2. Receiving the two new bids that comply with the updated specifications,
3. Awarding the project to Modern Fence for their updated bid of \$17,600.00. (I have verified that Modern Fence will install 4' gates vs. the 3' gates indicated in their quote).

The project is identified in the 2018-2027 Capital Improvement Plan (CIP). To date, the expenses have been \$35,490.00 for the new asphalt court, an estimated \$8,500.00 for new tennis court surfacing, leaving a \$16,010.00 balance of the \$60,000.00 designated in Park and Recreation Fund for the fencing. The \$1,590.00 shortfall can be supplemented by other projects that came under cost from the Park and Recreation Fund.



ESTIMATION WORKSHEET

8511 Xylon Avenue North • Brooklyn Park, MN 55445-1820
Office (763) 425-5050 Fax (763) 425-9006

www.tcfence.com



CUSTOMER INFORMATION

White Bear Township (Parks)
Name: _____
Address: 1281 Hammond Road _____
City: White Bear Township, MN. 55110 _____
Attention: Dale Reed _____

SALESPERSON: JEFF BECKER
Date of Contact: 05-07-18
Date of Quote: 05-07-18
Date to Install: _____
Terms: _____

PRICES QUOTED ARE GUARANTEED FOR 15 DAYS

Eagle Park- Tennis court gate replacement

Furnish and Install

Install 448 lf of 10' tall galvanized chain link fence with top, middle, and bottom rails.
Install 2 ea. 4' wide x 7' tall gates with hinges and latch
Fence will have 3" terminal posts, 2 1/2" line posts (8' o.c.), 1 5/8" top and bottom rails, and 2" 9 gauge 10' fabric. All posts set in concrete footings, with terminals brace to first adjacent line posts.

Total = \$19,985.00

Thank you for the opportunity to provide you fence costs for this project. If you have any questions concerning our bid, please do not hesitate to call.

Sincerely Yours,
Jeff Becker, TCFence

Thanks! Jeff Becker

Patti Walstad

From: Randy Kleve <randykleve@comcast.net>
Sent: Wednesday, May 9, 2018 3:31 PM
To: Dale Reed
Subject: Eagle Park Tennis Court

Hi Dale,

Modern Fence proposes to furnish materials and labor for installation of 456' of 10' high chain link fence and gates complete.

10'h x 9ga x 2" mesh wire
3"od terminal posts
2.5"od line posts
1.66"od top, middle & bottom rail
2ea - 3'w x 7'h swing gates

Total \$17,600.00

** Price is good for 14 days

Thank you,
Randy Kleve
Modern Fence & Construction Inc.
info@modern-fence.com
651-426-4097 Work
651-426-5335 Fax



Virus-free. www.avast.com



**Town Board Meeting
June 4, 2018**

Agenda Number: 8C – New Business

Public Works Director Item:

**Subject: Replacement of #33 – F-550 Utility Box & Crane –
Approve Purchase**

Documentation: Public Works Director Memo

Action / Motion for Consideration:

Report at Meeting / Discussion

Based on Public Works Director Review & Recommendation Approve the Purchase of the Utility Box & Crane from the Lowest Quote - ABM Equipment & Supply In The Amount of \$76,930.00 With Funding From the Capital Equipment Fund & as Identified in the Township's 2018-2027 Capital Improvement Plan

**Minutes
Town Board Meeting
April 16, 2018**

REPLACEMENT OF #33 F-550 UTILITY TRUCK CHASSIS: 1) AUTHORIZE PURCHASE OF REPLACEMENT; 2) APPROVE DISPOSAL OF #33: The Public Works Director reported that the 2018-2027 Capital Improvement Plan has included the replacement of the F-550 utility truck chassis which is a 2004 utility truck with crane with a little over 60,000 miles. The truck is used daily for repair and maintenance activities for streets, sanitary sewer system, park irrigation systems, storm sewer system etc. The proposed replacement is a 2018 Ford-550, 4X4 truck chassis. Staff is recommending purchasing the chassis as soon as possible so is available for installation of the new utility box and accompanying crane. The existing utility box has several stress cracks in the fiberglass and the weather stripping between the doors and box is deteriorated. The new box will be aluminum. The existing utility box cannot be secured. The new box will have locking compartments. The utility box's existing mechanical downriggers are rusted and seized up, limiting the capabilities of the existing crane. The new utility box/crane unit will have hydraulic downriggers. The current control is hardwired and can create a trip hazard when working around lift station wet wells and limit positioning of the truck while removing a pump. The new utility box will be a wireless control. An air compressor is included as an accessory with the new utility box to provide for operating hand tools used in the maintenance and repair of equipment in the field, lift station pumps, and street signage. Three quotes were received.

Tenvoorde Ford is the vendor with the lowest quote for the specified truck chassis at \$41,718.00; Midway Ford is \$41,853.00; and Auto Nation Ford is \$47,790.00. The Town's Capital Equipment Fund has \$130,000 budgeted for the replacement of #33, utility box and crane in 2018. Staff will come back with recommendation for utility box and crane at the next Town Board meeting. Staff is recommending disposal of #33, the 2004 Ford F-550 utility truck with crane at a future Minnesota Department of Administration, Surplus Services auction.

Prudhon moved, based on Public Works Director's review and recommendation to approve the purchase of the truck chassis from the lowest quote, Tenvoorde Ford in the amount of \$41,718.00 with funding from the Capital Equipment Fund. Ruzek seconded. Ayes all.

Prudhon moved, based on Public Works Director's review and recommendation to approve disposal of #33, 2004 Ford F-550 at a future Minnesota Department of Administration Surplus Services Auction. Ruzek seconded. Ayes all.

MEMORANDUM

Date: May 22, 2018

To: Town Board

From: Peter Tholen, Field Maintenance Supervisor; Dale Reed, Public Works Director

Re: Replacement of # 33 Public Works F-550 Utility Box and Crane

The 2018-2027 Capital Improvement Plan has included the replacement of #33 which is a 2004 Ford F-550 utility truck with a crane. This truck is used daily for repair and maintenance activities for streets, sanitary sewer system, park irrigation systems, and storm sewer system etc. The chassis replacement was approved during the April 2nd Town Board meeting. Staff is recommending purchasing the utility box and crane, so when the chassis arrives the utility box and crane will be ready for installation.

The existing utility box, has several stress cracks in the fiberglass and the weather stripping between the doors and box is deteriorated (The new utility box will be aluminum). The existing utility box cannot be secured (The new box will have locking compartments). The utility box's existing mechanical downriggers are rusted and seized up, limiting the capabilities of the existing crane (the new utility box/crane unit will have hydraulic downriggers). The current control is hard wired and can create a trip hazard when working around lift station wet wells and limit positioning of the truck, while removing a pump (The new crane will be a wireless control). An air compressor is included as an accessory with the new utility box providing to operate hand tools used in the maintenance and repair of equipment in the field, lift station pumps, and street signage.

Three quotes were received for the replacement Utility Box and Crane. ABM Equipment and Supply (State Contract #135835) is the vendor with the lowest quote for the specified Utility Box and Crane at \$76,930.00, Truck Utilities for \$89,464.00, and JOMAC for \$92,098.95. The Township's 2018-2027 Capital Improvement Plan (CIP) has \$130,000 budgeted in the Capital Equipment Fund for the replacement of #33 Chassis, Utility Box and Crane in 2018. The Town Board approved the chassis purchase on April 16th for \$41,718.00 The total expenditure to date, pending Town Board approval, is \$118,648.00. This leaves a balance of \$11,352.00 for miscellaneous set up expenses.

Actions requested are to approve the purchase of the Utility Box and Crane from the lowest quote, ABM Equipment and Supply at a cost of \$76,930.00.



333 2nd STREET NE
 HOPKINS, MN 55343-8337
 952-938-5451
 800-229-5451
 FAX 952-938-0159
www.abmequip.com

Custom Truck Equipment for the Utility, Construction, Municipal and Refuse Industries

Quotation # 031518-137-01

May 3, 2018

Pete Tholen
 White Bear Township
 1283 Hammond Road
 White Bear Township, MN 55110

Dear Pete,

In response to your request for pricing on a mechanic's service body and accessories to be installed on your 2019 Ford F-550 84" CA chassis, I am pleased to quote you the following per State of Minnesota Contract # 135835:

STELLAR ALUMINUM UTILITY/SERVICE BODY PRICING

	Install	Price
TMAX1-11 Aluminum Body		
• 30 88741 Stellar TMAX1-11 Aluminum Mechanic Body	\$1,350.00	\$22,450.00
<ul style="list-style-type: none"> ○ Aluminum side packs ○ Aluminum doors ○ Steel crane compartment. ○ ALL COMPARTMENTS RAISED TO 52" ○ FLUSH FRONT BULKHEAD ○ 8" drop well in CS1V for Oxy/Acet bottles ○ Torsion box understructure with isolated crane compartment ○ Exterior DOT light package ○ Master-Lock system ○ 22"D x 52"H side packs ○ 133" long ○ 21" step bumper with thru compartment ○ (6) recessed cargo tie-downs ○ <u>(2) rear mounted grab handles</u> ○ Dual-seal automotive type compartment weather seal ○ Rubber fenderettes ○ Overlapped doors on SS1V / CS1V ○ Overlapped doors on horizontal compartments ○ <u>12" fold down aluminum tailgate (painted black)</u> ○ 2 & 3-point stainless steel compression latches ○ Stainless steel "Billet Style" hinges ○ Spring loaded door stops ○ Weld on receiver hitch ○ Prime painted ○ Undercoated. 		

BRINGING YOU THE BEST NAMES IN THE BUSINESS
 An Equal Opportunity Employer

Quotation # 031518-137-01

-2-

May 3, 2018

• 13257X	Mounting kit for TMAX1-11 – 84" CA, Ford F-550.	\$90.00	\$505.00
• 101 13716A	Heavy duty aluminum drawer set, 35.5"H x 34"W x 18"D, -3", 1-7" (incl. 2.5" riser) – SS1 in front of divider		\$1,940.00
• 130 72773	Shelf with (3) dividers 17.63"W x 19.00"D – SS1 to rear of divider (3 @ \$105 ea)		\$315.00
• 180 72894	Shelf with (3) dividers 52.44"W x 19.00"D – SS horizontal	(3 @ \$160 ea)	\$480.00
• 280 72869	Shelf with (3) dividers 24.38"W x 19.00"D – SS rear	(3 @ \$105 ea)	\$315.00
• 1.9.14	Oxygen / Acet tank holder – front of C1		\$325.00
• 73116X	Divider kit with shelves 19.00 x 17.63 for oxy/acet – rear of C1		\$368.00
• 82023AX	16 drawer steel bolt bin w/aluminum pullouts (37"H x 13.5"W x 17.25"D) C2 compartment		\$1,190.00
• Misc.	Shelf with dividers above bolt bins – C2		\$92.00
• 241 23378A	Heavy duty aluminum drawer set, 13.5"H x 48"W x 18"D, 1-3" (incl. 2.5" riser) – CS horizontal		\$970.00
• Misc.	Add one (1) additional pullout drawer		\$323.00
• 530 9447	Paint body white (std. color)		\$1,360.00
• 650 36317	Spray on bed liner for load bed walls and floor – Black		\$990.00
• Misc.	Bed liner on inside of tailgate		\$91.00
• 880 22876	Trailer plug – 7-pin (flat) – Only for chassis equipped to handle RV / electric brakes from factory		\$225.00
• 910 59719	Vise mounting plate – receiver workbench mount – CS		\$140.00
• 930 78970	Step, slide out for TMAX mechanics work bench bumper		\$200.00
• 1.9.26	E-Track – one (1) on each load wall ¾ to the top	(2 @ \$131 ea)	\$262.00
• Misc.	Grab rail for rear of body		\$160.00
• Misc.	Protective bulkhead in front of hydraulic tank, with bed liner coating		\$750.00
• 980 75739	LED compartment light kit – TMAX1-11		\$970.00
• Misc.	Add super springs to crane side of chassis at rear		\$361.00

• 1000 74311 LED flood light assembly	(4 @ \$105 ea)	\$420.00
• 1170 65306 Fire extinguisher – 10# ABC w/mounting bracket		\$115.00
• 1190 63890 Back up alarm – ECCO 107 Db		\$170.00
• Misc. Mount OEM backup camera		\$200.00
• 36315 Spray on bed liner for workbench – Black		\$310.00

Hydraulic and Control Packages

10.1 PTO	Hotshift PTO, direct mount single section pump automatic transmission	\$3,300.00
10.8	20 gallon hydraulic tank with sight gauge, filters, shutoff valves and aircraft grade oil	\$1,464.00
10.9	Hydraulic hose kit from PTO/pump to reservoir to crane	\$1,139.00
10.10	Hydraulic hose kit from crane to outriggers	\$394.00

STATE CONTRACT PRICE AS DESCRIBED

43,734.00

OPTIONS:

- American Eagle 65R hydraulic driven rotary screw compressor to include:	<u>\$ 8,169.00</u>
o 65 cfm @ 100 psi	
o Rotary air end	
o 3/4" FLR	
o Pressure switch w/solenoid valve	
o Hydraulic motor	
o Oil cooler	
o Fan	
o Valve block with pressure relief	
o White steel enclosure with gauge panel	
o Steel base plate	
o 10 gallon air receiver tank	
o 1/2" x 50' spring rewind hose reel	
- Stellar 5521 Telescopic Crane:	<u>\$ 20,762.00</u>
o 29,500 ft/lb rating	
o 5,000 lb max capacity (with 2-part line)	
o 21' full hydraulic reach	
o CDT "Plus" proportion control	
o Electronic load-sensing speed control	

- E-Link 2.0 cab mount/rear mount manual switches
- Boom rest
- Hydraulic out/down outriggers
- Single part line with downhaul weight
- Dual LED crane tip boom lights
- Complete installation

Above prices do not include any applicable taxes.

Thank you for considering ABM Equipment & Supply. I hope with the enclosed that you will be able to place this business with us. Should you have any questions or need any additional information, please do not hesitate to contact Rick Loosbrock or myself.

Sincerely,

Ron Zimmer

Ron Zimmer
President

TRUCK UTILITIES

INC

2770 5th Avenue South
Fargo, ND 58103

2370 English Street
St Paul, MN 55109

5320 Kansas Avenue
Kansas City, KS 66106

Peter Tholen
WHITE BEAR LAKE TOWNSHIP
1281 HAMMOND RD.
WHITE BEAR LAKE, MN 55110

Quote#: 50882075
6514295827

May 30 2018

pete.tholen@ci.white-bear-township.mn.us

IN RESPONSE TO YOUR REQUEST WE ARE PLEASED TO OFFER THE FOLLOWING:

Aluminum service body with crane and compressor to be mounted on a 2019 Ford F-550 gas engine chassis, 4x4, 84"CA

- Dakota aluminum crane body, 133" long to be mounted on 84"CA chassis \$28,487.00
Exterior painted white, installed
Body configuration at end of quote
- C-Tech aluminum mechanics drawer set, red fronts, liners in drawers, 34"W x 35.5"H x 18"D \$2,135.00
8-3", 1-7" drawers, installed in SS1 right side of partition
- C-Tech aluminum mechanics drawer set, red fronts, liners in drawers, 48"W x 9.8"H x 18"D \$1,025.00
2-3" drawers, installed in CS horizontal compartment
- 16 drawer steel bolt bin (American Eagle 82023A) mounted in CS2 \$1,210.00
- Vortex spray on bedliner applied to cargo floor, 18" up cargo walls, cargo side of tailgate, top of tail shelf \$1,540.00
- RV style trailer socket \$120.00
- Bolt on vise bracket, CS of tailshelf workbench \$200.00
- LED compartment strip lighting, two strips per compartment \$1,260.00
- (4) 1800 lumen LED work lights, two CS and two at rear of side packs \$1,120.00
- Backup alarm \$180.00
- ICC safety kit \$125.00
- Mount chassis supplied backup camera \$310.00
- IMT 2820 fully hydraulic service crane, 5,000 lbs capacity, 28,000 ft-lbs, 22' max extension \$18,555.00
Standard 2-part line configuration with single line capabilities. Includes down haul weight.
- Installation of crane \$1,140.00
- Power out and down outriggers, left side fixed \$5,952.00
- Single proportional radio crane remote control \$1,134.00
- Boom support \$555.00
- Additional chassis spring leaf kit \$940.00
- Ford electronic throttle controls \$470.00
- PTO/pump combination \$3,130.00
- Hydraulic selector valve 850.00
- Hydraulic oil reservoir \$1,265.00
- Hydraulic crane installation kit \$762.00
- Remote speed control \$1,000.00
- Remote engine start/stop \$1,000.00
- VMAC VR70 underhood rotary screw air compressor, 70 cfm@120psi \$10,860.00
- (2) air hose kits, one from compressor to tank, one from tank to air hose reel \$384.00
- ½" moisture separator/regulator/oiler \$670.00
- ½"x50' air hose reel mounted in crane compartment \$915.00



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WHITE BEAR LAKE TOWNSHIP
1281 HAMMOND RD.
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Quote#: 50882075
6514295827

May 30 2018

pete.tholen@ci.white-bear-township.mn.us

- Nylon cup for rear of side pack for air hose \$125.00
- (2) 10 gallon air receivers mounted between chassis frame \$2,045.00

Total Price of Build Not Including Options \$89,464.00

Body Configuration

11' aluminum body, 22" deep side packs, 52" side pack height

Right front compartment raised to 60"

IMT 2820 tele crane to be mounted on right rear compartment. 28,000 ft/lb rating

Aluminum diamond plate cargo flooring, aluminum diamond plate overlay on cargo side walls

(6) recessed cargo floor tie downs, swivel style

Barn doors on SS1 and CS1 compartments, curbside and street side horizontal compartments

12" fold down tailgate, painted black, (2) grab handles at rear

3-point latches, spring over center door openers, premium compartment door seals

Mechanical master lock system, rubber fenderettes

Exterior painted white, undercoat

LED exterior light package and harness for Ford. Rear tail light placement to be reviewed before build

Workbench tail shelf 21" deep with through compartment. Integrated outrigger receiver tubes. Tail shelf to be notched to accommodate retracted outriggers. Workbench to have heavy duty aluminum work top. Tail shelf will include integrated receiver style hitch. Tail shelf to be tied into crane subframe and crane compartment to make one unit. Grip strut wing steps at rear, right and left side

Compartment Configuration

SS1 – SS1 and SS2 combined with full height full depth compartment partition with (3) adj shelves with dividers on right side of partition.

SSH – (1) adj shelf with dividers

SS rear – (3) adj shelves with dividers

CS1 – Increase width to 36", vented, floor reinforced for gas bottles, gas bottle bracket for two bottles on right wall, partition with (3) adj shelves on left side of compartment

CS2 – decrease width to 20", 16 drawer steel bolt bin with aluminum drawers



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2370 English Street
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5320 Kansas Avenue
Kansas City, KS 66106

Peter Tholen
WHITE BEAR LAKE TOWNSHIP
1281 HAMMOND RD.
WHITE BEAR LAKE, MN 55110

Quote#: 50882075
6514295827

May 30 2018

pete.tholen@ci.white-bear-township.mn.us

CSH – open
CS rear – crane compartment

Slide out and drop step at left rear of tail shelf
Aluminum grab railing from tail shelf to top of side pack on left side

Tailboard channels on cargo walls setback from front cargo wall with removable aluminum diamond plate bulkhead.
Bulkhead to have returns for strength. Will be protecting a hydraulic tank that will be installed. Dimensions to be determined.

Pricing does not include sales tax, Please contact me if you have any questions,



Paul Warner
651-252-9530 | 1-800-869-1075 x274
paulw@truckutilities.com

I WISH TO SUBMIT MY ORDER ABOVE _____ TODAY'S DATE:

PLEASE PRINT NAME AND TITLE _____ PO #:



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Quote # 18- 5348

Jomac, LTD.
 182 Scio Rd SE
 Carrollton, OH 44615
 1-330-627-7727 Ext. 203
 1-800-755-4488 Ext. 203
 Fax: 1-330-627-2508

Quote

SOLD TO:

White Bear Township
 Pete Tholen
 1283 Hammond Road
 White Bear Township, Minnesota 55110
 United States
 651-747-2776
 pete.tholen@whitebeartownship.org

SHIPPING ADDRESS:

White Bear Township
 Pete Tholen
 1283 Hammond Road
 White Bear Township, Minnesota 55110
 United States

Quote #: 5348

Date of Quote: 05/16/2018

Payment: 20% Down, Balance Prior to Shipment

Qty.	Item	Description	Price (ea)	Total
1 x	7006 series - 342-D2011707	7006 Series Mechanics Body Body Overall Dimensions 96" W X 60" H X 132" L Body Overall Dimensions w/Work bench 96" W X 83" H X 166" L For up to 50,000 FT LB Cranes Designed for 84" CA DRW Chassis with 34 to 38" Frame Height 51 1/2" between Cabinets SPECIFICATIONS: 6061-T6 grade aluminum sub-frame 1/8" thickness cabinet shell 13 gauge double panel doors Stainless steel hardware Automotive rubber ball door seals Whales Tail Latches 3 point latches with wear pads at each latch point Full length drip rail 3/16" tread plate floor 4 each galvanized recessed D-Rings in the floor Adjustable shelf standards 13 gauge aluminum shelves with divider slots Aluminum wheel well skirts with flare Automotive electrical connectors 10" double panel removable tailgate LED lighting with marker lights Two adjustable shelves in each of the vertical cabinets with the exception the crane cabinet One adjustable shelf in one horizontal cabinet STREET SIDE CABINETS: 56" W X 60" H X 22" D with split doors 44" W X 36" H X 22" D with split doors 28" W X 60" H X 22" D CURB SIDE CABINETS: 56" W X 60" H X 22" D with split doors 44" W X 36" H X 22" D with split doors 28" W X 30" H X 22" D (Crane riser cabinet) OUTRIGGERS: Hydraulic out crane side,hydraulic down both sides. Includes 3 section control valve and installation. WORK BENCH: Dimensions are 24" D X 96" W. Bench is constructed of a box tube frame work with 1/4" steel plate top. Thru-cabinet that is 12" H X 15" W X 91" L, through box has automotive ball seal, stainless steel latches and hinges.Also includes a 5/8"m thick hitch mount plate. INSTALLATION OF BODY: Installation of mechanics body includes mounting of the body. Cost includes a mounting kit which consists of shear plates, spring mounts, necessary hardware. Does not include extension of the chassis frame if required. Chassis frame extension can be	\$32,709.53	\$32,709.53

quoted if frame data is required.

DOT CERTIFICATION:

Chassis and equipment are DOT Certified by an Engineer to be compliant with the National Highway Traffic Safety Administration.

CONSTRUCTION FEATURES:

Full length steel sub-structure integrates crane, outriggers, and work bench isolating the body from forces generated by crane operation. Full box design of cabinet provides combined material 1/4" thickness material between each cabinet, on top of the cabinets, and back of the cabinets greatly strengthening the aluminum structure. These Exclusive JOMAC design features are why we can offer a 10 year return to factory structure warranty.

1 x	5001MBINSTALLED	STC-60 Hydraulic Telescoping Crane	\$19,672.43	\$19,672.43
		Capacity Rating: 32,000 ft. lbs.		
		<p>SPECIFICATIONS: Hydraulic extension to 16ft and manual extension to 20ft 6,000 lbs. max capacity 2,800 lbs. at 11ft 1,800 lbs. at 16ft 1,500 lbs. at 20ft</p> <p>30ft Wired Remote Control pendant Hydraulic pressure Monitoring System Counter Balance Valves True continuous 360 degree rotation Primer and Painted with polyurethane paint in Jomac Gray</p> <p>Price Includes Installation</p>		
1 x	314-A2011978	Above deck hydraulic driven rotary screw compressor. Small footprint ideal for tire service and mechanics truck. Over half the weight and size of other abovedeck rotary screw compressors. Automatic start up and shut down feature shuts the compressor down when not using air and turns the unit back on when there is a demand for air.	\$7,703.13	\$7,703.13
		<p>SPECIFICATIONS: V-MAC Predatair 60 60CFM at 150PSI Weight: 172lbs Dimensions: 16.5" W x 24"L x 18"H Warranty: 2yrs</p>		
1 x	PTO AND PUMP UP TO 15 GPM - (INSTAL	This cost includes PTO, single pump, fitting kit, and wiring harness for systems to 15 GPM.	\$2,133.58	\$2,133.58
1 x	838-C20008422 INSTALLED	Wireless control, Upgrade from wire control. Includes four function wireless control. Remote and receiver only.	\$2,017.05	\$2,017.05
1 x	354-Paint Service/Utility Body outsi	Paint Service Body	\$1,700.00	\$1,700.00
		<p>Includes. Prep, etch, prime, seam Seal and painting of the outside perimeter of the body. Cost does not include painting inside of the cabinets or the inside door panels. Price is for one standard color.</p> <p>*SPECIAL NOTE* If painting a body or crane to match a chassis cab color it is sometimes difficult to exactly match the shade, if you need an exact match, we recommend taking it to a custom paint shop, or have us re-quote using custom paint shop pricing.</p>		
1 x	072-A2010482 - SPRING CHASSIS FOR RE	SPRING CHASSIS FOR REAR CORNER MOUNT CRANE	\$1,238.42	\$1,238.42
1 x	HOSE KIT - STC-60 - HFC-1815 and HFC	Hose kit single circuit for one function pump (Includes pressure, suction, return line hoses, and end fittings. Includes installation.	\$1,228.17	\$1,228.17
1 x	315-A2012051	Installation labor of a cabinet mounted air compressor. Includes connection of hydraulic hoses and electrical to operate air compressor. Also includes a platform for mounting of the air compressor to the top of the cabinet.	\$1,009.98	\$1,009.98
1 x	10 GALLON AIR TANK	10 GALLON AIR RECEIVER TANK	\$724.12	\$724.12
1 x	MLSPC100	Master locking system for up to 132" body - Includes a master lock for both sides of the body and allows the operator to lock all compartments with one latch.	\$700.40	\$700.40
1 x	816-A2011088INSTALLED	Hydraulic Tank, Aluminum, 25 Gallon, Under crane. Dimesnions are 27" Wide X 13" High X 17" Deep. Includes site temperature gauge with protective cover, filter, and suction strainer. Includes installation.	\$674.90	\$674.90
1 x	315-A2010241/315-A2010242/315-A20102	Filet - Regulator - Lubricator, Norgren. Installed.	\$637.36	\$637.36
1 x	343-A2012278	Oxygen/Acetylene fuel gas cabinet kit. Includes two stainless steel vents installed in the cabinet. 3/16" formed aluminum cylinder retainer with a heavy duty ratchet strap and anchoring point for securing the cylinders. Bar grat floor overlay for added support. Installed.	\$487.90	\$487.90

1 x	Chassis OEM Back Up Camera Install	Chassis OEM Back Up Camera Install	\$445.83	\$445.83
		The chassis OEM back up camera is to be installed into the rear bumper. The camera is mounted in a square recessed aluminum box that is welded into the new Jomac rear bumper. <i>Installation Included</i>		
1 x	724-A2010265	Air hose reel with 50 Feet of 1/2" air hose. Includes hose with 1/2" outlet. Not Installed.	\$427.33	\$427.33
2 x	306-A2014761INSTALLED	LED BETTS swivel flood light with aluminum housing, two wire with switch.	\$337.07	\$674.14
		This sealed beam lamp features full horizontal and vertical rotation on smooth operating neoprene o-rings. Pigtail(s) run directly to the bulb eliminating many contact point problems. LED bulbs are held by an extended retaining ring that has the ability to hold the sealed beam bulb plus retain a clear polycarbonate lens that protects the bulb from breakage. Mounting gasket is included. Provided with an 18" BSXL abrasion resistant leadwire for chassis grounding. Price includes installation		
1 x	306-A2015814	Fixed Flood Light	\$306.23	\$306.23
		<ul style="list-style-type: none"> • Clear LEDs • Black powder-coated cast aluminum housing • Adjustable stainless steel stud mount • 5-year warranty • 3 foot Cable with blunt cut ends • IP67 Waterproof • Price includes installation 		
1 x	072-A2010370	Detail of Equipment	\$285.75	\$285.75
		Includes detail of cab and chassis - including interior and detail of body.		
2 x	353-A2012024-FOR 22"D Cabinet	Roller drawer, Aluminum, 36" Wide X 16" Deep X 3" high. Heavy duty roller drawer slides, latch, and 4 dividers are supplied as standard. If installing inside of a cabinet, you may also need a drawer riser to raise the unit above the bottom flange of the cabinet. A top shelf may also be needed to secure the unit.	\$275.83	\$551.65
2 x	353-A2012020-FOR 22"D Cabinet	Roller drawer, Aluminum, 26" Wide X 16" Deep X 7" high. Heavy duty roller drawer slides, latch, and 4 dividers are supplied as standard. If installing inside of a cabinet, you may also need a drawer riser to raise the unit above the bottom flange of the cabinet. A top shelf may also be needed to secure the unit.	\$261.84	\$523.69
5 x	353-A2012018-FOR 22"D Cabinet	Roller drawer, Aluminum, 26" Wide X 16" Deep X 3" high. Heavy duty roller drawer slides, latch, and 4 dividers are supplied as standard. If installing inside of a cabinet, you may also need a drawer riser to raise the unit above the bottom flange of the cabinet. A top shelf may also be needed to secure the unit.	\$261.08	\$1,305.39
1 x	SUBSE100	Substructure for equipment mounted on the cabinets. Fabricated from 6061 structural aluminum and diamond tread plate. Provides for a sound mounting structure with no drilling into the cabinets.	\$258.30	\$258.30
2 x	Roller Drawer Install	Roller Drawer unit installation. Price is to install one roller drawer unit assembly in a cabinet.	\$242.25	\$484.50
1 x	Single Rung Retractable Step - Insta	Bolt On Retractable Step Installed	\$223.98	\$223.98
		Single rung retractable step. Steel and black powder coat finish. Bolt on. <i>Installation included</i>		
10 x	306-A2012843 Cabinet Light - Install	Cabinet/Cargo Light	\$221.09	\$2,210.85
		Light is white LED light with deflector shield - Light is mounted to the cabinet door to fully illuminate the cabinet. Light is 1 1/2 inches High X 1 1/4" Wide including the deflector shield. Price includes installation.		
1 x	Install hose reel	Installation of the air hose reel. This hose reel will typically be installed near the FLR system. Hose reels are fastened to the roof of the cabinet with a bracket so no bolts are protrude through the cabinet possibly making for a place to leak.	\$190.47	\$190.47
9 x	10 3/4" W X 5 1/2" H X 18" D	Roller drawer unit, Modular - Single unit overall dimensions are 12.25" Wide X 5 1/2" High X 18" deep. Drawer internal dimensions are 10.75" Wide X 4" High X 16" deep. Five divider slots with two dividers are supplied as standard. Constructed of 13 gauge aluminum with 100 LB drawer slides, and single point heavy duty latch with handle. Additional units may be added to the side, or top providing flexibility for user. With the addition of 1/8" diamond plate top, units may be used as a sub floor and walked on. Picture shows multiple units assembled together. Price is for each individual unit.	\$115.60	\$1,040.40
2 x	318-A2012261	D-Ring, Recessed, Zinc plated with a pull capacity of 5,000 lbs. D-Ring rotates 360 degree. Price includes installation.	\$77.61	\$155.21
2 x	318-A2012269	Stainless steel grab handle. <i>Price includes installation.</i>	\$55.31	\$110.62
1 x	Labor to Install a Modular Option	Labor to Install a Modular Option in a JOMAC Body	\$48.46	\$48.46
22 x	344-A2014083	Cost is per foot of E-track installed inside the bed of a utility, mechanics, or LP body. The E- track is bolted to 1/8" aluminum that is welded inside of the body. This	\$22.24	\$489.38

242 x 031-80010045	eliminates the possibility of the cabinets leaking through the bolt holes. If the E-track is installed on the back side of the cabinets on both sides, the inside width between the cabinets will be narrowed by 3". Cost includes installation. Floor coating, Anti Slip. Coating has a rough surface that helps prevent slipping. Is very durable and is available in most colors. Price is per square foot.	\$14.88 \$3,601.81
		Sub-Total: \$85,970.08
		Total: \$85,970.08

ORDER COMMENTS:

Date Added
05/16/2018

Comment Left
Pete,

Thanks for the opportunity to quote. If you have any questions I can be reached at 330-491-6133.
Carlee

IMPORTANT NOTES FOR ORDERING

Quote valid for 7 days from date of issue.

Engineering or Design Changes After Order Submission

Customer may request, in writing, that Jomac, LTD. incorporate changes into the product being produced and / or manufactured through Jomac, LTD after original order is placed. Such request will include a description of the proposed change sufficient to permit Jomac, LTD. to evaluate its feasibility and cost. **Note that any and all changes may have an impact on delivery date as well as pricing.** Jomac, LTD's evaluation shall be in writing and shall state the costs and impact on the delivery schedule and pricing of the product. Jomac, LTD. will not be obligated to proceed with the change until the parties have agreed upon the changes to the Product's Specifications, delivery schedule and Product pricing.

Design Recommendations

At times, Jomac, LTD. may make recommendations in regards to product design which would make the product more manufacturable, reduce material costs and/or improve quality. The customer may evaluate such recommendations and incorporate such recommendations into product design as appropriate.

NOTE: Any requested changes or deviations from this quote will require a re-quote.

Jomac, LTD. Carrollton, Ohio, USA

All Prices are in U.S. Dollars, FOB Carrollton, Ohio. Delivery available for additional charge if not noted in quote.

When ordering, a copy of this quote signed by purchaser must be included with the purchase order. Balance of payment due prior to shipment.

Quote N^o: 09-5348

Signed: _____

Jomac Service Truck Bodies and Cranes
800-755-4488 email@jomacLtd.com
<http://www.jomacLtd.com>



**Town Board Meeting
June 4, 2018**

Agenda Number: 8.D. – General Business:

Subject: Executive Search Proposal

Documentation: What Works, Inc. Proposal

Action / Motion for Consideration:

Town Clerk Report at Meeting / Discuss

Based on Town Attorney & Staff Review & Recommendation Approve the Executive Search Proposal from What Works, Inc., in the Amount of \$15,000 & Authorize Execution by the Town Board Chair

To: White Bear Township Town Board
Bill Short, Clerk-Treasurer

May 28, 2018

From: Barbara K Strandell
What Works Inc.

Re: Proposed Executive Search

Attached please find our proposal for conducting the executive search for the Clerk-Treasurer for White Bear Township.

My associate, Jenelle Teppen – former City Administrator and Human Resources Professional, and I will be the key principals recruiting your new Clerk-Treasurer. We have included our (brief) BIODs.

Jenelle will also be joining us on Wednesday (May 30th) at your Town Board meeting to discuss the proposal. There are a few other preliminary items about which we would like to get clarification from you. They include:

- Salary and Benefits
- Timeline – hiring goals
- Interviewing panel(s) – Who will be included?
- Staff, public inclusion?
- Townships Goals
- Vision and Mission of Township

I am sure you will have other topics for discussion as well!

Looking forward to seeing you on Wednesday.

Thank you.

Proposed Executive Search
White Bear Township Clerk-Treasurer
Barbara Strandell/What Works Inc.
May 30, 2018

The Outline

- I. Objectives

- II. Work Plan
 - 1. Position Analysis
 - 2. Recruitment Process
 - 3. Resume Review
 - 4. Candidate Screening
 - 5. Background Investigation
 - 6. Interview Process
 - 7. Contract Negotiation and Finalization
 - 8. On-Boarding
 - 9. Follow Up

- III. Schedule

- IV. Cost Proposal

- V. Acceptance/Proposed Agreement

Proposed Executive Search
White Bear Township Clerk-Treasurer
Barbara Strandell/What Works Inc.
May 30, 2018

The Proposal

I. Objectives

Based on the work done to date with the Town Board and the retiring Clerk-Treasurer, Barbara Strandell/What Works, Inc. is well positioned to move into the next phase of conducting the search process for the next Clerk Treasurer of White Bear Township.

Using the information gathered from the Board and Clerk-Treasurer, applicants will be identified and screened according to the needs and priorities of the organization.

Modifications to this proposal may be necessary to meet the Township Board's specific needs if different from what is proposed.

II. Work Plan

- Develop a comprehensive position profile for the Board's consideration. A position profile is a critical first step in setting forth the profile of the ideal candidate and identifies the goals and priorities of the position.
- Advertise the position and conduct personal outreach to identified individuals.
- Review resumes and screen candidates.
- Recommend a list of 5-9 candidates to the Board that includes education and work history, and informal notes taken by consultants.
- Coordinate 3-5 finalist interviews with the Township Board including;
 - Resumes, cover letters, management assessments and reference reports on each candidate
 - Interview questions and evaluation forms
 - Procedures to be used in the interview process

At this point of the process we will conduct reference checks of the 3-5 finalists, reaching out to named references as well as networking among various contacts thoroughly evaluating the candidate's job performance.

- Assist the Board in selecting their top candidate
- Conduct a background check including verifying educational degrees, credit checks, criminal checks and comprehensive management assessment
- Negotiate and draft a compensation package and contract for the selected candidate
- Assist the Town Board in establishing performance criteria/expectations for evaluation of the new Clerk-Treasurer
- In conjunction with the new Clerk-Treasurer create a six-month work plan that includes target check-ins with Town Board.

Proposed Executive Search
White Bear Township Clerk-Treasurer
Barbara Strandell/What Works Inc.
 May 30, 2018

III. Schedule

An executive search normally takes about 90 to 120 days as reflected in the proposed schedule.

Key Activities	Target Dates
Presentation of Proposal to Town Board	May 30, 2018
Town Board Approval of Contract with What Works, Inc for Executive Search	June 4, 2018
Draft Position Profile to Town Board for review	June 18, 2018
Final Position Profile to Town Board for review and approval	June 28, 2018
Search Process begins – ads placed, selected candidates sent profile, contacts made and receipt of applications	June 28 – July 25
Application Deadline	July 25, 2018
Town Board review short list of candidates	August 6, 2018
Conduct management assessments, reference checks and background checks on top candidates	August 7 - 31
Town Board interviews top 3-5 candidates	September 7, 2018
Town Board selects their top candidate	September 10, 2018
Agreement negotiated	September 11 - 14
Town Board makes appointment	September 17, 2018
Selected candidate begins employment with WBT	October 22, 2018
Six – month “On-boarding” of new Clerk- Treasurer	Date of Hire (TBD)

IV. Cost Proposal

The all inclusive fee to conduct the executive search is \$15,000 and includes the cost of all project related expenses such as advertising, printing, candidate background, management assessments, references and educational verification checks and travel expenses for on-site meetings. Travel expenses incurred by candidates for on-site interviews with WBT are not the responsibility of What Works, Inc and are the responsibility of WBT.

The all-inclusive fee will be billed in three installments; one-third at the start of the search, one-third at the delivery of the semi-finalist materials, and one-third upon successful completion of the recruitment e.g. signed contract and established start date.

We comply with all applicable laws, rules and regulations of federal, state and local laws.

This proposal constitutes the agreement between What Works, Inc and White Bear Township. Both parties only make modifications in writing, and the agreement will be interpreted according to the laws of the State of Minnesota.

V. Agreement

 Barbara K. Strandell, What Works, Inc.

 Date

 Bob Kermes, White Bear Township Board Chair

 Date

Proposed Executive Search
White Bear Township Clerk-Treasurer
Barbara Strandell/What Works Inc.
May 30, 2018

The BIOs
Key Principals
What Works Inc.

Barbara Strandell MBA, is the owner and president of What Works, Inc., a workplace consultancy company. She helps organizations' leaders solve workplace problems. Integral to these engagements, Ms. Strandell teaches managers how to manage, employees how to overcome workplace issues, and leaders how to think and act strategically. Her 15-year corporate career includes front-line management and executive positions in operations, marketing, small business development and strategy for three Fortune 500 Companies. Ms. Strandell was an executive consultant for four years to Drake Beam Moran – the worlds largest HR consulting firm that provides career transitional services. She has served on several Boards of Directors and has provided workplace consulting to over 50 Minnesota municipalities.

Jenelle Teppen MPA, is a local government professional with over 24 years of experience. Ms. Teppen's experience includes 16 years as Assistant City Administrator in a metro community of 34,000 and two and a half years as City Administrator in an outstate community of 4,000. She is currently a Deputy Division Director at a metro County. Her career includes all aspects of managing and leading human resources processes including dozens of recruitment processes for all levels of positions within an organization.



**Town Board Meeting
June 4, 2018**

Agenda Number: 8.E. – General Business:

Subject: Temporary Liquor License – Approve Issuance of a Temporary On-Sale Liquor License for the Senior Citizens' Night at the Ball Park at Polar Lakes Park to be Held on June 20, 2018, 7:00-9:00

Documentation: Staff Memo

Action / Motion for Consideration:

Report at Meeting / Discuss

No Information Has Been Received from Dick Sand as of Today, however I anticipate having the Information in the supplement on Monday.

The request will be the same as in previous years.

**Minutes
Town Board Meeting
June 5, 2017**

TEMPORARY LIQUOR LICENSE – APPROVE ISSUANCE OF A TEMPORARY ON-SALE LIQUOR LICENSE FOR THE SENIOR CITIZENS NIGHT AT THE BALL PARK AT POLAR LAKES PARK TO BE HELD ON JUNE 21, 2017 FROM 7:00 P.M. – 9:00 P.M.: This is the third annual event for the Senior Citizens Night at the Ball Park at Polar Lakes Park. The event will be held on June 21, 2017 from 7:00 p.m. to 9:00 p.m. This is part of the Manitou Days activities. As part of the event there will be free beer for those senior citizens who attend the ball game. The event has been conducted the two previous years and the event has gone smoothly. The Town has certain requirements that have to be met. Dick Sand who is the facilitator, manager and coach of the White Bear ball team called to request a temporary liquor license to provide free beer to the Senior Citizens at the event. Town Ordinance states that temporary liquor licenses may be issued to a club or charitable organization, religious or non-profit organization in existence for at least three years in connection with social events within the Town for three days and according to Minnesota Statute. Liquor liability insurance will be obtained after approval by the Town Board.

Prudhon moved to approve issuance of a temporary on-sale liquor license to Greater Mount Moriah Ministries event for June 21, 2017, from 7:00 p. m. – 9:00 p.m. at Polar Lakes Park waiving the \$250.00 fee; approval subject to receipt of Certificate of Insurance listing White Bear Township as the certificate holder. Ruzek seconded. Ayes all.

MEMORANDUM

TO: TOWN BOARD
FROM: PATTI WALSTAD
DATE: MAY 30, 2018

SUBJECT: TEMPORARY LIQUOR LICENSE REQUEST

Dick Sand called today to state that he will be requesting approval of a temporary liquor license so that free beer may be provided to the senior citizens at the 4th Annual "Senior Citizen's Night at the Ball Park" event to be held at Polar Lakes Park. The event is part of the Manitou Days events.

Section 2-7 of Ordinance No. 32 (Liquor) states as follows:

Temporary "on-sale" licenses may be issued to a club or charitable organization, religious, or non-profit organization in existence for at least three (3) years in connection with social events within the Town, for up to three (3) days in accordance with Minnesota Statutes, Section 340A.404, Subd. 10.

The Application and all related items are expected to be received prior to Monday's meeting.

The applicant is requesting that the \$250.00 fee also be waived as has been the case in previous years.

Requested Action:

- 1) Approve issuance of a temporary on-sale liquor license to Greater Mount Moriah Ministries for the June 20th event at Polar Lakes Park waiving the \$250.00 fee.
- 2) Approval subject to receipt of the Application and related items and a Certificate of Insurance listing White Bear Township as the certificate holder.

PSW/s
cc:admin/add.file
b:moriahministries18



**Town Board Meeting
June 4, 2018**

Agenda Number: 9 – 10 - 11 - 12

Subject: Added Agenda Items
Open Time
Receipt of Agenda Materials & Supplements
Adjournment

Action / Motion for Consideration:

Added Agenda Items
Open Time
Receive All Agenda Materials & Supplements for Tonight's Meeting
Adjourn Meeting